

A regular meeting of the Board of Directors of the GRTC, Old Dominion Transit Management Company (ODTMC), and RideFinders will be held concurrently at 8:00 a.m. June 18, 2024, at GRTC, 301 East Belt Boulevard, 3rd Floor Conference Room, Richmond, Virginia. Video and audio of the meeting will be streamed live online and recorded for later viewing at the following web address: <https://youtube.com/live/dhcKb7tS3vg?feature=share>.

Agenda

- I. Call to Order & Introductions

- II. Public Comments

- III. Approval of May 21, 2024 Board Meeting Minutes – Tyrone Nelson.....2

- IV. Consent Agenda
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- VI. Chief Executive Officer’s Report – Sheryl Adams

- VII. Board Chair’s Report

- VIII. Executive Session

- IX. Other Business

- X. Adjourn

**MINUTES
MAY 21, 2024
GRTC BOARD OF DIRECTORS
BOARD MEETING**

Members Present: Tyrone E. Nelson, Chair, County of Henrico
Andreas Addison, Vice Chair, City of Richmond
Barbara K. Smith, Secretary/Treasurer, County of Chesterfield
Todd Eure, County of Henrico
Jim Ingle, County of Chesterfield
Ellen Robertson, City of Richmond
Lincoln Saunders, City of Richmond
Daniel Schmitt, County of Henrico

Members Absent: Dave Anderson, County of Chesterfield

Others Present: Bonnie Ashley, General Counsel
Sheryl Adams, Chief Executive Officer
Adrienne Torres, Chief of Staff
Kevin Hernandez, Chief Operating Officer
John Zinzarella, Chief Financial and Administrative Officer
Tim Barham, Chief of Transit Operations
Anthony Carter, Director of Safety
Joe Dillard, Director of Equitable Innovation & Legislative Policy
Dexter Hurt, Director of Information Systems
Mike Hurt, Interim Director of Marketing and Communications
Angela Malloy, Director of Human Resources
Marc René, Director of Finance
Cherika Ruffin, Interim Executive Director of RideFinders
Tonya Thompson, Director of Procurement
Monica Carter, Safety and Service Compliance Manager
Lisa Hobson, Human Resources
Patricia Robinson, Planning Manager
Janice Witt, Executive Assistant
Dometrious Gordine, Citizen
Stephanie Power, RVA Rapid Transit
Robert "Q" Quarles, Operator
David Ware, Specialized Transportation

I. Call to Order & Introductions

This meeting of the Board of Directors and the GRTC Transit System, Old Dominion Transit Management Company (ODTMC), and RideFinders was called to order on May 21, 2024, by Chairman Nelson, at 8AM. The meeting was held at GRTC, 3rd Floor Conference Room, 301 East Belt Boulevard, Richmond, Virginia. Video and audio of the meeting will be streamed live online and recorded for later viewing at the following web address:
https://www.youtube.com/watch?v=fosTyOK_vno.

II. Public Comments

The public notice, meeting agenda, and agenda attachments for this May 21, 2024 meeting of the Boards of GRTC, RideFinders, and Old Dominion Transit Management Company were posted at rideGRTC.com.

There were no public comments.

III. Board Meeting Minutes – April 18, 2024

Ms. Smith motioned to approve the April 18, 2024 Board Meeting minutes, Mr. Schmitt seconded, and the motion carried unanimously.

IV. Consent Agenda

- A. A&E Services
- B. Construction Services – Pulse Station Modifications
- C. Interior Painting Services
- D. Microtransit Vans
- E. Drug and Alcohol Policy

Ms. Robertson motioned to approve the Consent Agenda, Mr. Saunders seconded, and the motion carried unanimously.

V. Operational Updates

A. Operational Performance – Ms. Barham updated the Board on the Operational Performance on the following departments:

- *Transportation* – The current staffing is 318 full-time operators, 27 part-time operators with 8 operators in training for the month of April. We are continuing to recruit and hire and this month we have a class every week scheduled (2 fixed route and 2 microtransit). We have a total of 19 microtransit operators in training; currently, we are using fixed route operators to run that service. Starting June 30, we will have a dedicated division working microtransit.
- *Risk Management* – Accidents are down for the month of April. Staff continues to monitor service and address any concerns.
- *Maintenance* – Preventive Maintenance for April was 79% with a goal of 80%. One position needs to be filled and that is a mechanic.
- *Customer Service* – There is a slight decrease in the number of Customer complaints; we are still focusing on passing up passengers. There were six commendations for the month of April and most of those were for the call center staff.
- *Specialized Transportation* – The on-time performance is 92%. They are continuing to work on their staffing levels. The current staffing is 87 full-time, 10 part-time and are almost fully staffed.
- *Microtransit* – There has been an increase in microtransit service. The call volume is up to approximately 1,600 per month, with an average of one complaint each month.

B. Ridership Performance – Ms. Robinson gave a review of the ridership performance. Below are a few highlights:

- *Pulse* – Ridership for April 2024 was 164,301 which was an increase of 2.84% from March 2024 and a 14.20% increase from April 2023.
- *1A Chamberlayne/Hull/Midlothian* – Ridership for April 2024 was 58,055 which is an increase of 7% from March 2024 and a 2% increase from April 2023.
- *1C Chamberlayne/Hull/Midlothian* – Ridership for April 2024 was 41,472 which is a decrease of 4% from March 2024 and a 24% increase from April 2023.

- *3C Highland/Route 1* – Ridership for April 2024 is 18,388 which is a decrease of 9% from March 2024 and a 24% increase from April 2023.
- *19 West Broad Street* – Ridership for April 2024 was 49,728 which was an increase of 4% from March 2024 and a 44% increase from April 2023.
- *Link Microtransit* – There are three existing zones for the Link and they are Azalea (started November 13, 2023), Cloverdale (started March 11, 2024), and Ashland (started March 18, 2024). The ridership for April 2024 for Azalea was 2,510; Cloverdale – 139; and Ashland – 1,126.

VI. GRTC FY2025 Proposed Budget

Mr. Zinzarella provided an update on the status of the GRTC FY2025 Proposed Operational Budget of \$90.37M and Capital Plan of \$46.12M. The FY2025 Proposed Operational Budget is prepared with the assumption that GRTC will continue to be fare free throughout FY2025. Below are some of the budget highlights.

Key Revenue Assumptions

- FY2025 Revenue Miles Projection of 7.085M miles, an increase of 1.02M miles or 16.82% over FY2024 Adopted Budget
- FY2025 Revenue Hours Projection of 610.765k hours, an increase of 68.505k hours or 12.63% over FY2024 Adopted Budget
- For FY2025, GRTC will be fare free with zero fare support from DRPT grant funds in the amount of \$4.56M; Matching \$1.2M from VCU and \$1.04M support in additional matching contributions (GRTC Reserve – FY2024 Operating Surplus)
- Operating contributions – City of Richmond, Henrico and Chesterfield Counties – assumption of 3.15%
- Fiscal Year 2025 Operating Grants: Commonwealth of Virginia DRPT FY2025 funds of \$12.04M with matching:
 - Federal funds of \$4.40M
 - Local Funds of \$0.464M
- Proposed use of CVTA dedicated transit funds within the FY2025 Regional Public Transit Plan \$24.52M for Operations Support and \$972k for Capital Support
- Resumption of advertising program and naming rights contracts expected to be executed
- Updated Review of federal preventative maintenance and ADA needs for 5307 flex
- GRTC Operations Reserve funded to 25% of projected operating expense.

Key Expense Assumptions

- Authorized headcount for FY2025 of 590 FTEs vs FY2024 of 524 FTEs.
 - Operators – Fixed Route for FY2025 of 336 FTEs vs FY2024 313 FTEs;
 - Operators – MicroTransit for FY2025 of 30 FTEs
- Proposed Wages Budget for FY2025 of \$40.37M vs FY2024 of \$34.38M
- Adjustments based upon actual enrollments in medical plans and updated salary projections based upon turnover and hiring activity
- Inclusion of funds for staff training and development

The proposed capital budget of \$46.123M consisting of the following categories:

Fiscal 2025 Proposed Capital Plan

- Safety/Regulatory - \$1.768M
- State of Good Repair - \$26.249M
- Business Improvement - \$1.885M
- Service Enhancement - \$2.888M

- Expansion - \$13.333M

Staff requested that the Board of Directors approve that GRTC will remain fare free throughout FY2025 and adopt the GRTC FY2025 Operational Budget and Capital Plan as presented. Mr. Ingle motion to approve GRTC will remain fare free throughout FY2025 and adopt the GRTC FY2025 Operational Budget and Capital Plan as presented; Mr. Saunders seconded, and the motion carried unanimously.

VII. Financial Updates

Mr. Ingle stated that the Finance Committee reviewed the financials for March 2024 and stated that Mr. Zinzarella reviewed in detail the budget information.

VIII. Chief Executive Officer Report

- Ms. Adams introduced GRTC's new Chief Operating Officer, Kevin Hernandez.
- Ms. Adams announced the Employees of the Month are Robert Quarles (Trainer) and Portia Copper (Storeroom Clerk).
- We will be sending the split letter to Petersburg and there should not be any issues.

IX. Board Chair's Report

Chairman Nelson stated that they would be sending a score card that would be used for the evaluation of the CEO. Please fill it out and send it back and in June 2024 it will be discussed during a closed session.

X. Adjourn

There being no further business, the meeting adjourned at 8:40AM.

APPROVED:

Tyrone E. Nelson, Chair
GRTC Board of Directors

Date



Meeting Date: June 18, 2024

CONSENT AGENDA ITEMS

- Onboard Camera Equipment – Dexter Hurt
- Change Order to Add Technology on the New Buses – Dexter Hurt
- Title VI – Patricia Robinson



Meeting Date: June 18, 2024
Consent Agenda: Onboard Camera Equipment

BACKGROUND:

On May 21, 2024, the Board of Directors authorized the CEO to issue a purchase order to Sonny Merryman for manufacturing twelve (12) Min-Vans for Microtransit Service and five (5) electric propulsion vehicles on March 19, 2024.

GRTC equips all vehicles with an onboard camera system to visually and audibly monitor and record events happening in and around the vehicles. Previous video equipment for GRTC vehicles was acquired from Transit Solutions, LLC. This surveillance system and software technology provide high-quality Onboard Video Surveillance. GRTC proposes to continue to leverage the existing investment in TSI technology as long as equipment performance remains up to or exceeds industry standards and the price analysis for such equipment deems the ongoing investment fair and reasonable.

HIGHLIGHTS:

- This purchase includes cameras, NVR recorders, associated parts, and installation for each of 12 minivans, 5 electric vehicles, and 1 fleet service vehicle.
- This purchase includes a 2-year warranty for all new equipment and components.
- At no additional charge, TSI LLC offers unlimited technical support with updates for license-free secure camera management software.
- The total cost for installation, cameras, accessories, and warranty is \$108,565. A cost analysis has been performed, and staff determined the price to be fair and reasonable
- This purchase is fully funded with federal, state, and local grant funds.

Grant #	Federal (28%)	State (68%)	Local (4%)
1458-2024-3	\$30,398	\$20,670	\$4,343

RECOMMENDATION:

The Board of Directors authorizes the CEO to issue a purchase order to Transit Solutions, LLC for the purchase of cameras, NVR hardware, associated components, and installation services for 12 minivans, 5 electric vehicles, and 1 fleet service vehicle at a cost of \$108,565.

Barbara Smith, Secretary
GRTC Board of Directors

Date



Meeting Date: June 18, 2024
Consent Agenda: Change Order - Technology Equipment & Installation for Fixed Route Buses

BACKGROUND:

On April 18, 2023, the Board of Directors authorized the CEO to issue a purchase order to Gillig, Inc. for the purchase of 14 CNG-powered transit vehicles to include on-board technology. This technology allows GRTC to better manage its fixed route operations. When new buses are ordered, it is necessary to add the ACS technology so that operations maintain optimal performance. This pricing was omitted by the vendor on the price summary that they submitted. The final price was adjusted to include additional technology hardware and installation and it is more than the PO that was issued for the order.

HIGHLIGHTS:

- The cost adjustment to the overall cost is a difference of \$244,846.
- This purchase is funded with federal, state, and local funds.

RECOMMENDATION:

The Board of Directors authorizes the CEO to issue a purchase order change to Gillig, Inc. in the amount of \$244,846 for the additional cost of technology equipment and installation for 14 CNG-powered transit vehicles.

Barbara Smith, Secretary
GRTC Board of Directors

Date



Meeting Date: June 18, 2024

Consent Agenda: Title VI Analysis of June 2024 Service Changes

BACKGROUND:

GRTC plans to make service changes on June 30, 2024. Per FTA regulation, GRTC is required to conduct an equity analysis with any fare or major service change following the methodology outlined in GRTC's Title VI Program. As GRTC receives federal funding, it must adhere to Title VI of the Civil Rights Act of 1964 which prevents discrimination based on race, color, or national origin. This analysis ensures changes are fair for all customers based on set thresholds. This document summarizes the major service changes being made in June 2024 and identifies that these changes did not result in a disparate impact to minority populations or disproportionate burden to low-income populations and are deemed equitable.

HIGHLIGHTS:

- Changes
 - Route 1 is being extended to Reynold's Community College on Parham Road during every other trip.
- Impact
 - No disparate impact or disproportionate burden to GRTC riders.

RECOMMENDATION:

That the Board of Directors acknowledge and concur with the results of the Title VI analysis, which identify that the June 2024 service changes will not result in a disparate impact to minority populations or disproportionate burden to low-income populations.

Barbara Smith, Secretary
GRTC Board of Directors

Date



Major Change
and
Service Equity Analysis

June 2024 Schedule Changes



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c. Redirecting a route (route level) – N/A	Error! Bookmark not defined.
d. Change in total miles serviced by the route (route level) – N/A	Error! Bookmark not defined.
e. Shortlining or longlining (route level) – N/A	Error! Bookmark not defined.
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Overview

This report summarizes the results of the Major Change and Service Equity analysis conducted on the June 2024 proposed service changes. The proposed service changes for June 2024 includes a change to the number of trips on Routes 1, 1A, and 3B. There are proposed extensions and reroutes that would change the total miles serviced on Routes 1, 1A, and 2B. Additionally, every other trip on Route 1 will be extended to Reynold’s Community College campus on Parham Road. These changes are identified as major and minor service changes and the analysis results determined that the new schedule will not have a disparate impact on minority populations or impose a disproportionate burden on low-income populations.

Service and Fare Equity (SAFE)

GRTC has a fare and service equity analysis policy and process to evaluate proposed service and fare changes. The Service and Fare Equity (SAFE) process shall be performed in any and all of the following conditions:

- Any fare change (increase or reduction) is considered on one or more routes or services (local, express, specialized or other)
- A major service change (increase or reduction) is considered on one or more routes or services

All major service changes shall undergo a service equity analysis to ensure that these changes do not have disparate impacts on minority populations, or impose a disproportionate on low-income populations, consistent with the intent and requirements of FTA Circular 4702.1B and Title VI of the Civil Rights Act of 1964.

Identifying Fare Change

There are no proposed fare changes with this schedule.

Identifying Major Service Change

The table below lists the metrics and thresholds that identify whether a service change is identified as major. There are six metrics (a-f) that determine if a change to an individual route is a major change, and two metrics (g-h) that determine if a change is a system level major change. The table describes the metric, the threshold, provides an example, and lists the identified major changes respective to each metric. All metrics that were triggered as major changes have the route listed in red in the table. The full analysis for each metric follows the table.

Major Change Analysis - Route Level Metrics

Route Level Metric	Level of Change Required to be Classified as a Major Change	Example	June 2024 Proposed Changes
a. Change in number of trips	25% change in number of scheduled one-way trips on the Weekday, Saturday or Sunday schedule.	Decreasing number of trips from 80 daily one-way trips to 50 one-way trips.	<ul style="list-style-type: none"> • Route 1 – Below 25% Change • Route 1B – Below 25% Change • Route 3B – Below 25% Change
b. Change in service span	25% change in the number of hours between the beginning and end of the Weekday, Saturday or Sunday schedule, in either direction.	Changing Weekday span on a route from 20 hours to 15 hours or less.	<ul style="list-style-type: none"> • N/A
c. Re-directing a route	Rerouting at least 25% of a route’s path onto a different street or road, measured in single-direction route miles.	Moving two miles of an eight-mile route to another street or road (even if the new routing is very near the current routing).	<ul style="list-style-type: none"> • N/A
d. Change in total miles serviced by the route	25% change in total miles on a route’s path	Extending or shortening a line.	<ul style="list-style-type: none"> • Route 1 – Above 25% Change • Route 1A – Below 25% Change • Route 2B – Below 25% Change
e. Shortlining or Longlining	25% change in number of scheduled one-way trips ending at a route’s terminal points.	On a route originally going from points A to B to C, terminating certain trips at B. On a route originally going from A to B, extending certain trips to travel all the way to point C.	<ul style="list-style-type: none"> • Route 1 – Above 25% Change
f. Eliminating Route(s)	Eliminating one or more routes.	Discontinuing an existing route (even if replacing this route with nearby service).	<ul style="list-style-type: none"> • Route 93

Figure 1

Major Change Analysis - System Level Metrics

System Level Metric	Level of Change Required to be Classified as a Major Change	Example	June 2024 Major Changes
g. Adding new route(s)	Adding one or more new routes.	Creating a new route to reaching a previously unserved area.	• N/A
h. Change total daily revenue hours	25% change in revenue hours over the system on the Weekday, Saturday, or Sunday schedule.	Reduction of 30% of weekday revenue hours due to a budget shortfall.	• N/A

Figure 2

a. Change in number of trips (route level) – Major Change

Routes 1, 1A, and 3B are below the threshold of 25 percent.

Change in Number of Trips											
Jurisdiction	Route	Review	Weekday				Saturday				Change Category
			Change	Current	New	% Change	Change	Current	New	% Change	
Richmond	1	x	1	132	133	1%	6	121	127	5%	Minor
Richmond	1B	x	1	52	53	2%					Minor
Richmond	3B	x	3	56	59	5%	3	52	55	6%	Minor

Figure 3

d. Change in total miles serviced by the route (route level) – Major Change

Route 1 is above the threshold of 25 percent.

Change in Total Miles Serviced by the Route											
Jurisdiction	Route	Review	North/West				South/East				Change Category
			Change	Current	New	% Change	Change	Current	New	% Change	
Richmond	1	x	2.70	5.59	8.29	48%	3.28	5.54	8.82	59%	Major
Richmond	1A	x	-0.39	14.73	14.34	-3%	0.24	14.23	14.47	2%	Minor
Richmond	2B	x	0.00	14	14	0%	-0.33	16.15	15.82	-2%	Minor

Figure 4

e. Shortlining or Longlining (route level)

The proposed changes for Route 1 include extending the service further North to Reynold Community College on Parham Road every other trip.

Shortlining or Longlining										
Jurisdiction	Route	Review	Weekday		Saturday		Sunday		Change Category	
			% Change	Current	% Change	Current	% Change	Current	% Change	
Richmond	1	x	Longlined	50%	Longlined	50%	Longlined	50%		Major

Figure 5

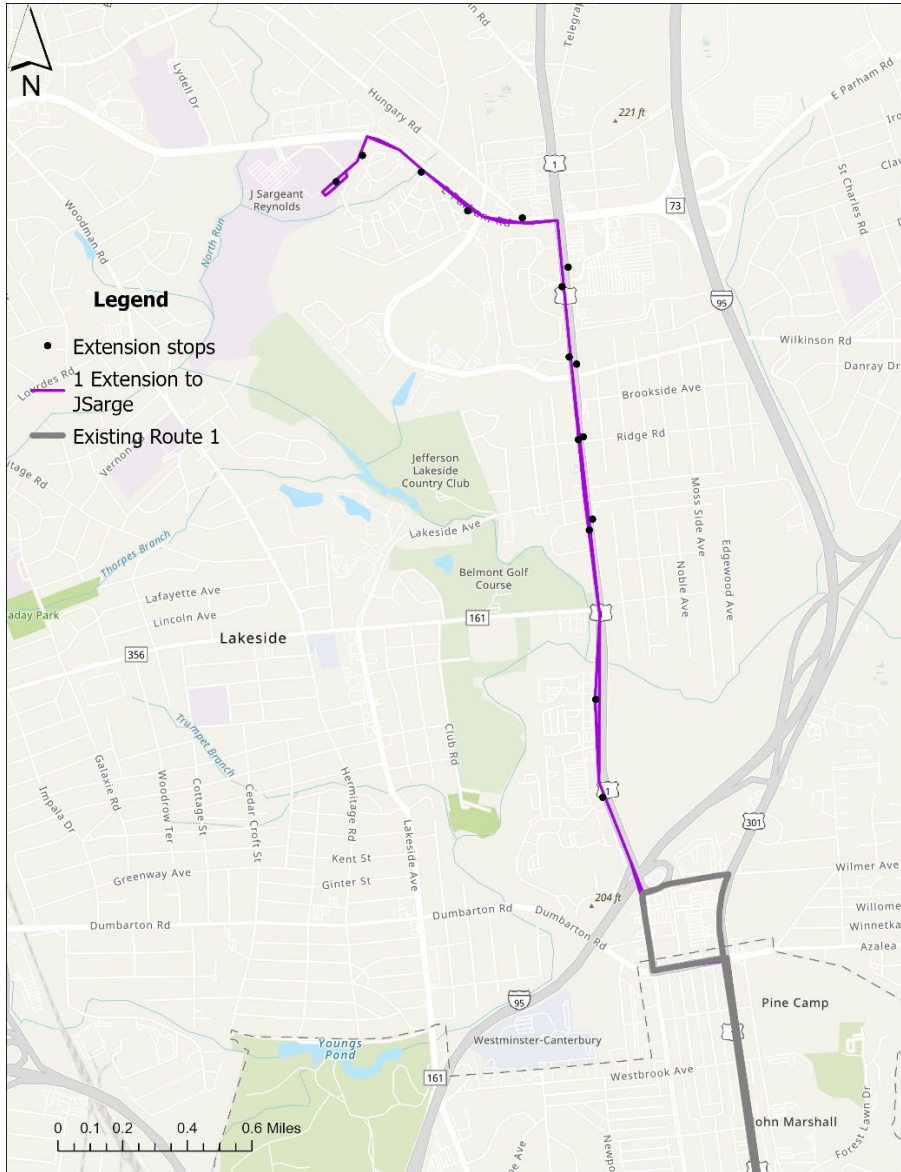


Figure 6

Disparate Impact Analysis

“Disparate impact refers to a facially neutral policy or practice that disproportionately affects members of a group identified by race, color, or national origin, where the recipient’s policy or practice lacks a substantial legitimate justification and where there exist one or more alternatives that would serve the same legitimate objectives but with less disproportionate effect on the basis of race, color, or national origin.” (FTA) Title VI of the Civil Rights Act prevents discrimination based on race, color and national origin in federally funded programs or activities. GRTC will ensure that all service changes will be equitable in terms of Title VI. In order to ensure equity in access to transit service across the service area, major service changes shall not adversely affect minority populations more than non-minority populations, by more than the threshold defined below. Furthermore, service changes that result in increases in service shall not benefit non-minority populations more than minority populations, by more than that same threshold defined below. If the difference in measured effects on minority and non-minority populations is greater than the set threshold, the proposed change would be considered to have a **disparate impact** on minority populations.

The threshold shall be a **20-percentage point** difference between:

1. The percentage of impacts borne by minority populations in the proposed service changes.
2. The percentage of minority populations in GRTC’s service area.

Given that minorities are approximately 55.7% of the population within one-quarter of a mile of the GRTC service area. This means that:

- If service increases, minorities must receive at least 35.7% of the benefit.
- If service decreases, minorities cannot bear more than 75.7% of the burden.

Methodology

GRTC uses the methodology of people trips to analyze the burden of service change borne by minority populations. The 4/5th rule is used identifying 20% as the threshold against the system minority average based on ACS census block group data. GRTC’s service area includes Henrico County, City of Richmond, and Chesterfield County. 2018 ACS 5-year estimates were used as the data source for population. Total population by block group is identified using line for local routes and stop for express routes. Total minority population is identified, and non-minority. These population numbers are multiplied by the number of annual trips traveling through each block group and aggregated. This process is done for both the status quo service scenario and the service change scenario. The resultant changes in minority and non-minority people trips between scenarios is contrasted. The minority burden of the change is identified. This number is subtracted from the route minority average. If the difference between two numbers is less than 20% then the proposed scenario service change does not have a disparate impact on the minority population. Transit Boardings Estimation and Simulation Tool (TBEST) was used in the Service Equity Analysis.

Results

The disparate impact for the system is below 20%.

Route	Minority Population	Minority Burden/Benefit of Change	Disparate Impact	Disparate Impact Threshold
System	55.7	51.3	4.4	20

Figure 7

Disproportionate Burden Analysis

“Disproportionate burden refers to a neutral policy or practice that disproportionately affects low-income populations more than non-low-income populations. A finding of disproportionate burden requires the recipient to evaluate alternatives and mitigate burdens where practicable.” (FTA)

Per the requirements of FTA Circular 4702.1B and understanding the linked nature of civil rights and environmental justice issues, GRTC will also ensure that all service changes will be equitable with respect to low-income populations. In order to ensure equity in access to transit service across the service area, major service changes shall not adversely affect low-income populations more than non-low-income populations, by more than the threshold defined below.

Furthermore, service changes that result in increases in service shall not benefit non-low-income populations more than low-income populations, by more than that same threshold defined below. If the difference in measured effects on minority and non-minority populations is greater than the set threshold, the proposed change would be considered to have a **disproportionate burden** on low-income

populations. GRTC shall also describe alternatives available to low-income passengers affected by the service changes.

The threshold shall be a **20-percentage point** difference between:

1. The percentage of impacts borne by low-income populations in the proposed service change.
2. The percentage of low-income populations in GRTC’s service area.

Given that low-income populations are approximately 31% of the population within one-quarter of a mile of the GRTC service area. This means that:

- If service increases, low-income populations must receive at least 11% of the benefit.
- If service decreases, low-income populations cannot bear more than 51% of the burden.

Methodology

GRTC uses the methodology of people trips to analyze the burden of service change borne by low-income populations. The 4/5th rule is used identifying 20% as the threshold against the system low-income average based on ACS census block group data. GRTC’s service area includes Henrico County, City of Richmond, and Chesterfield County. 2018 ACS 5-year estimates were used as the data source for population. Total population by block group is identified using line for local routes and stop for express routes. Total low-income population is identified, and non-low income. These population numbers are multiplied by the number of annual trips traveling through each block group and aggregated. This process is done for both the status quo service scenario and the service change scenario. The resultant changes in low-income and non-low-income people trips between scenarios is contrasted. The low-income burden of the change is identified. This number is subtracted from the system low-income average. If the difference between two numbers is less than 20% then the proposed scenario service change does not have a disproportionate burden on the low-income population. Transit Boardings Estimation and Simulation Tool (TBEST) was used in the Service Equity Analysis.

Results

The disproportionate burden for the system is below 20%.

Route	Low-income Population	Low-income Burden/Benefit of Change	Disproportionate Burden	Disproportionate Burden Threshold
System	31	36.8	5.8	20

Figure 8

Public Comment

A public meeting was held on June 12th, 2024, from 6:00 PM – 7:00 PM at Main Public Library, located at 101 E Franklin Street, Richmond, VA. The proposed changes and Title VI impacts were presented, and the public feedback was positive focusing on the Route 1 extension and the accessibility to shopping and jobs.

Conclusion

The proposed changes to Route 1 for June 2024 were identified as major changes, triggering two of the six route level major change thresholds. The change identification did require GRTC to perform a fare and service equity analysis to determine if the changes would cause a disparate impact for minority populations or disproportionate burden for low-income populations. The results of the analysis determined that the proposed alternative is not a burden to minority or low-income populations.

Board Approval Signatures

The GRTC Board of Directors has reviewed the Major Change and Service and Fare Equity Analysis and agrees with its findings, acknowledging that there is not a disparate impact borne by minority populations, nor a disproportionate burden on low-income populations due to the service changes planned with the June 2024 schedule. Based on the positive results of the analysis, the GRTC board of directors approves the schedule changes proposed for June 2024.

Tyrone Nelson
President/ Chair (Henrico County)

Date

Andreas Addison
Vice-President/ Vice-Chair (City of Richmond)

Date



Meeting Date: June 18, 2024
Item Title: Operational Performance

UPDATES:

Mr. Hernandez will provide highlights for the Operational Performance for the month of May. The following Departments will be included: Transportation, Risk Management, Maintenance, and Customer Service.

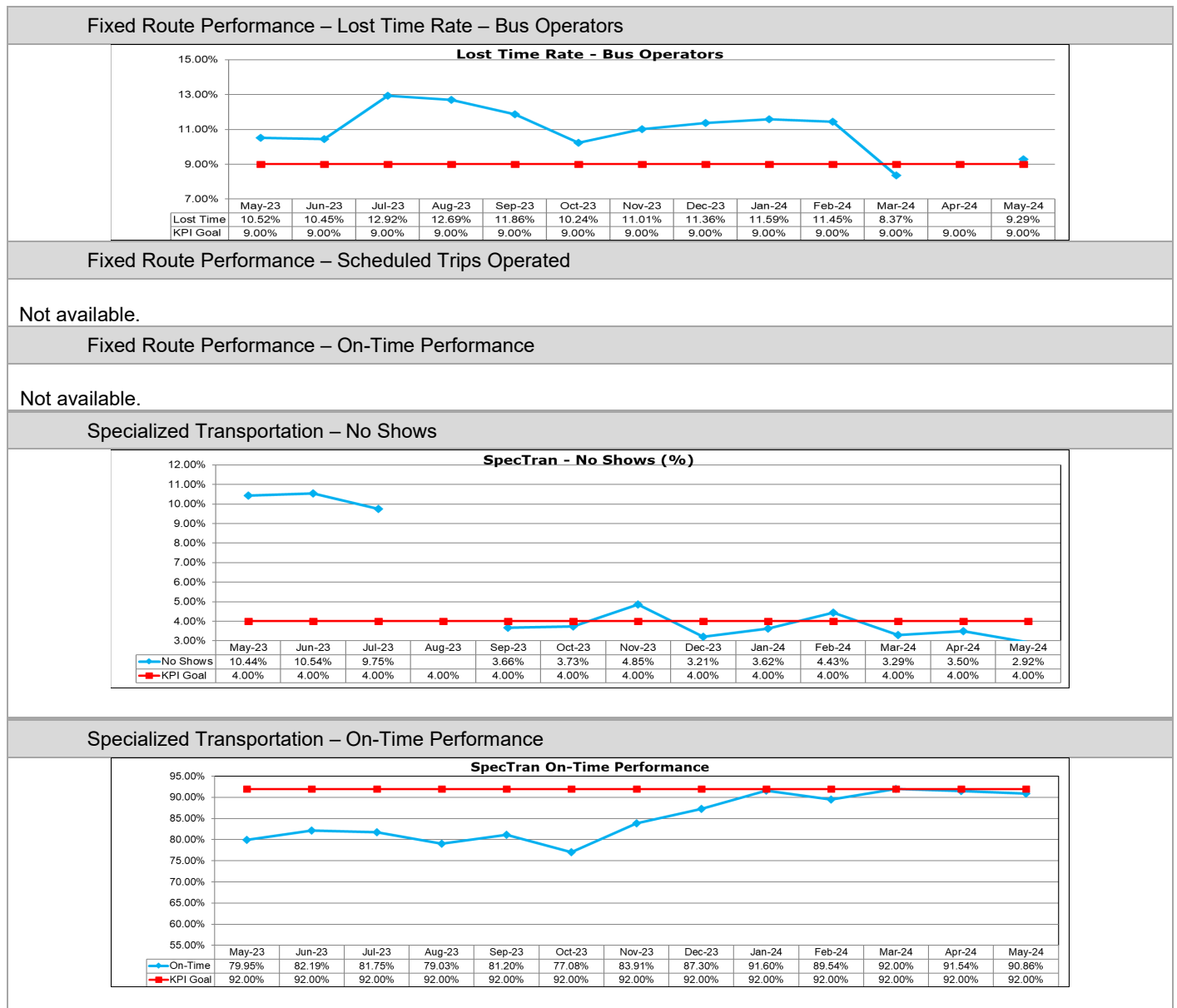


Meeting Date: June 18, 2024
Item Title: Operating Performance

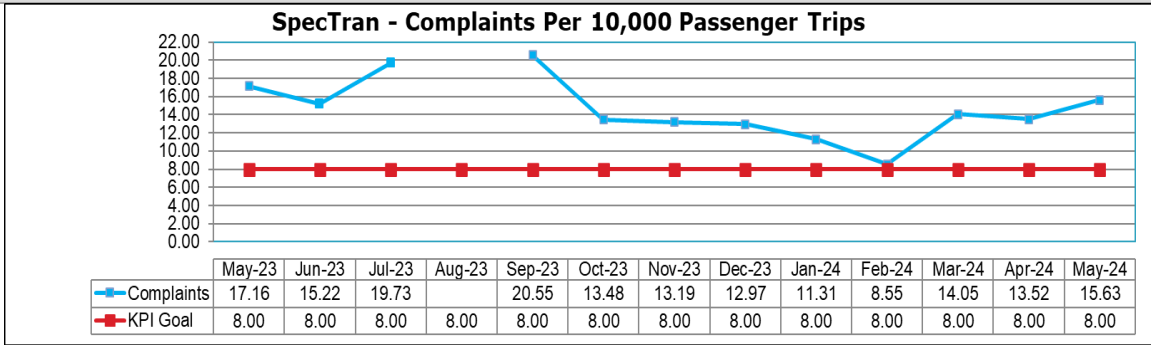
HIGHLIGHTS:

The current staffing is 320 full-time operators and 27 part-time operators with 9 fixed route operators and 19 microtransit operators in training for the month of May. At the end of April 2024, the operator staffing was 318 full-time and 27 part-time with 8 operators in training. The result is a net gain of 2 operators.

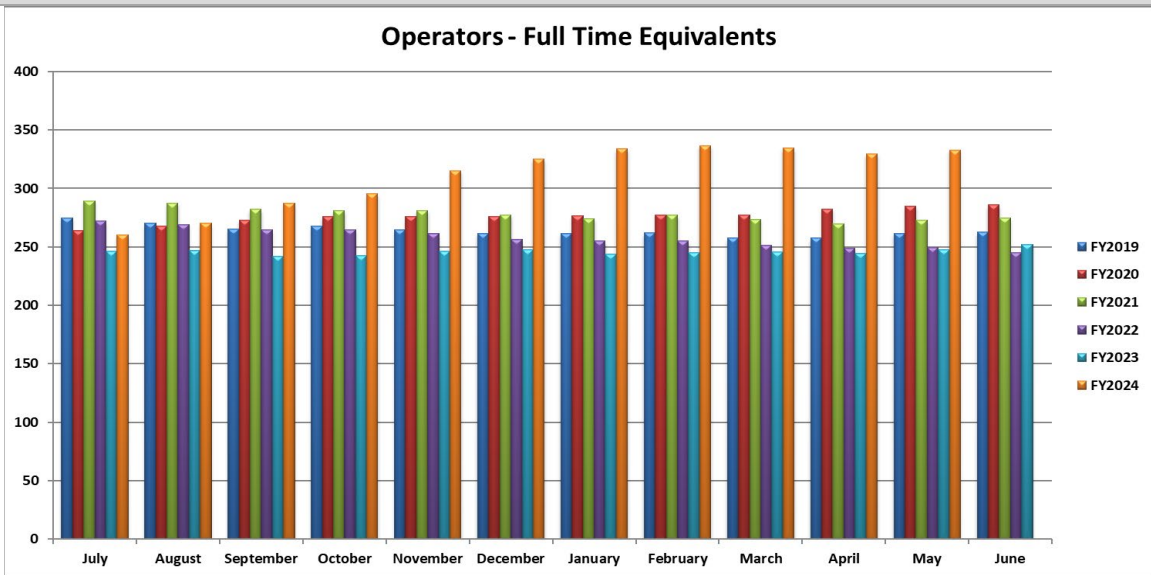
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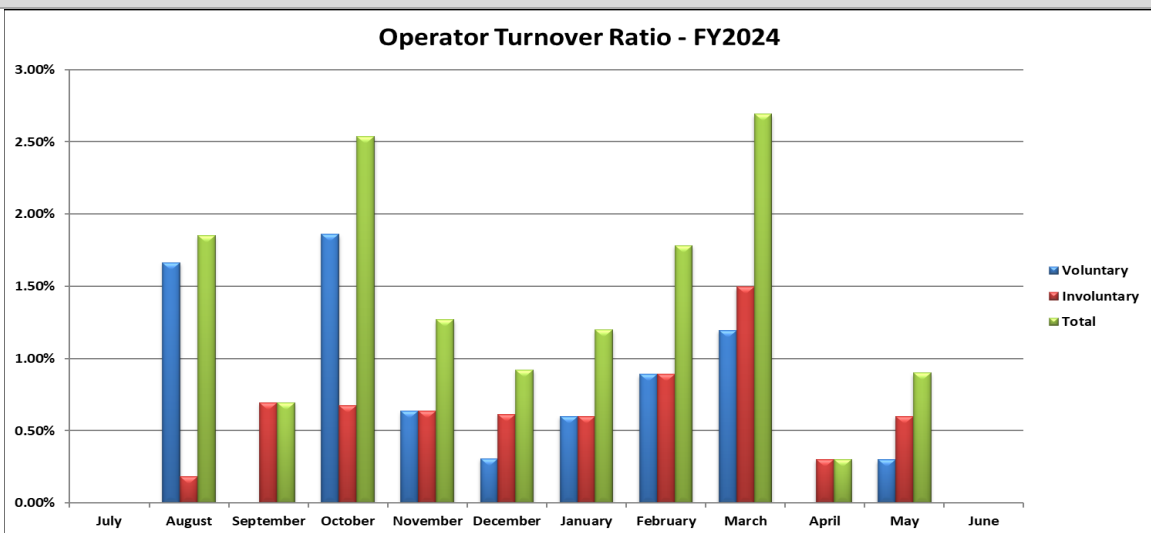
Specialized Transportation – Complaints Per 10,000 Passenger Trips



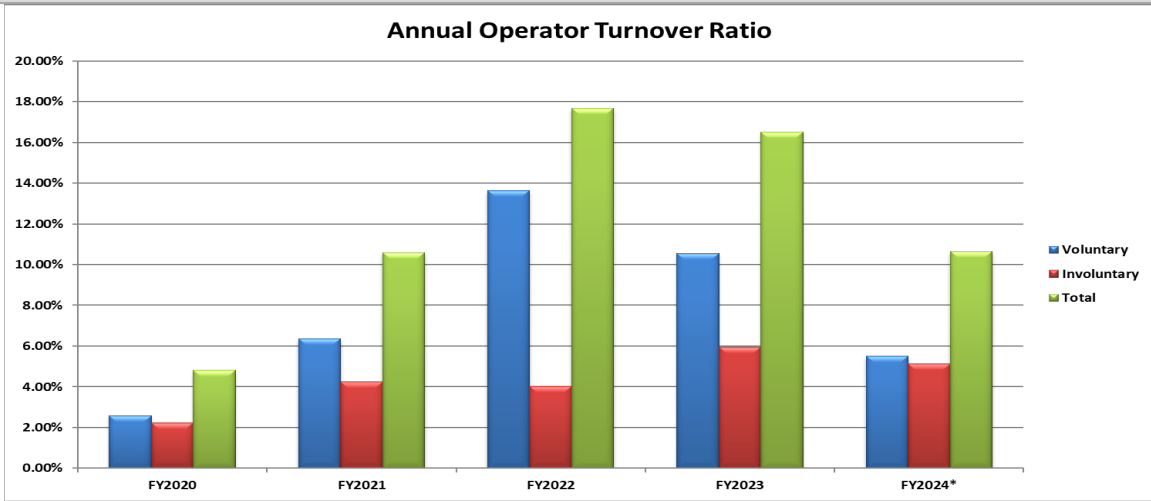
Operators – Full Time Equivalents



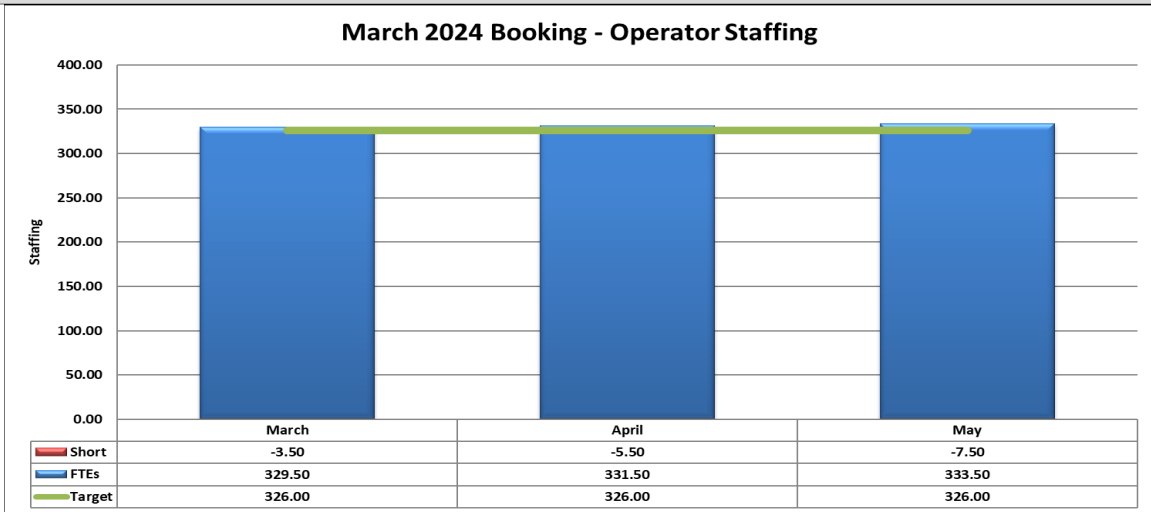
Operator Turnover Ratio – FY2024



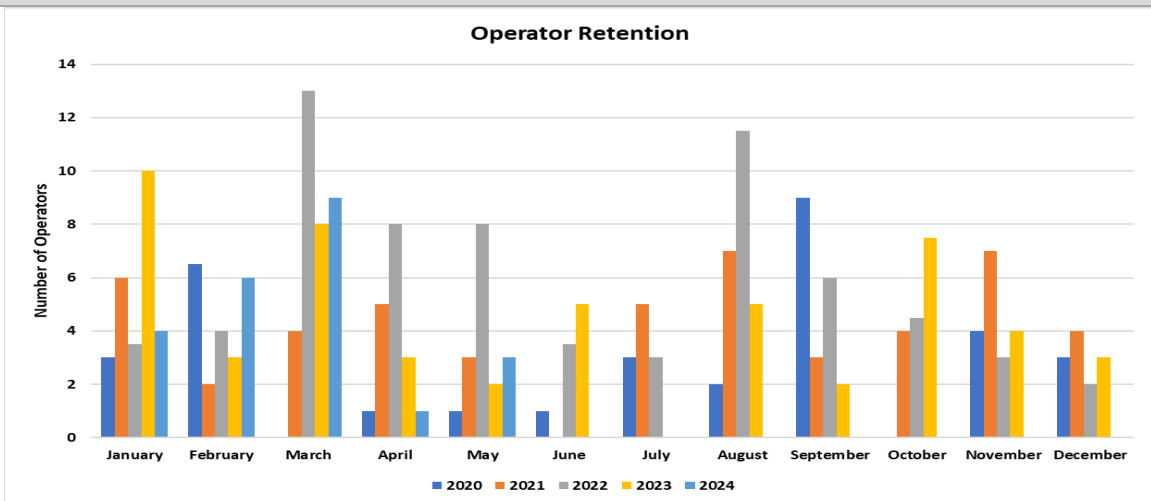
Annual Operator Turnover Ratio



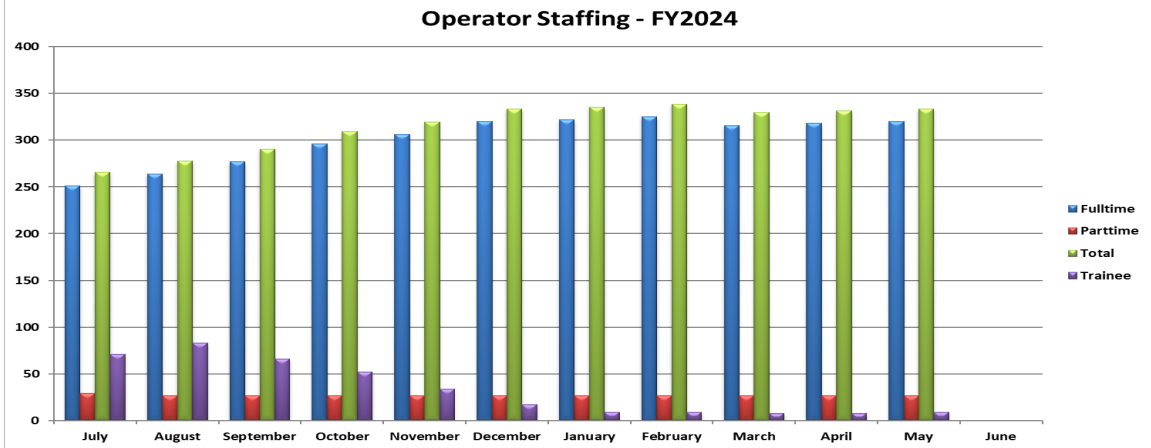
March 2024 Booking – Operator Staffing



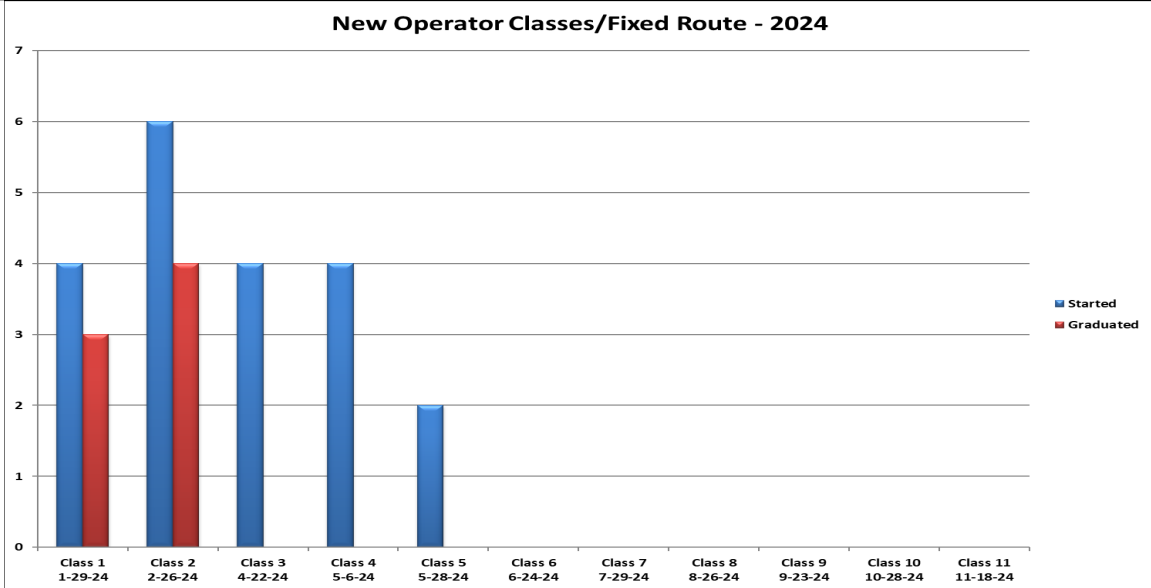
Operator Retention



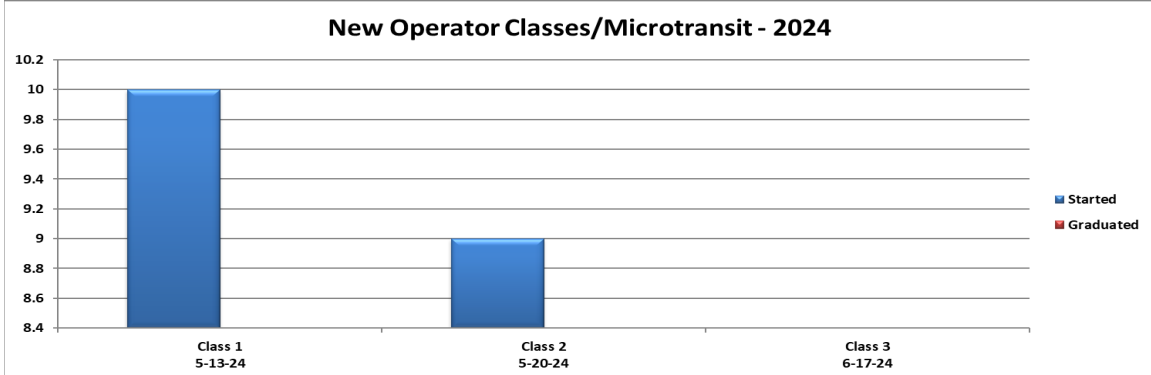
Operator Staffing



New Operator Classes/Fixed Route - 2024



New Operator Classes/Microtransit - 2024





Meeting Date: June 18, 2024
Staff Report: Risk Management Performance

CURRENT STATUS

Performance Indicator	Agency Averages	April (GRTC)
Miles Between Total NTD Defined Events	10,234	10,033
NTD Defined Event Rate Per 1,000,000 miles	3.1	3.6

(Averages taken from other agencies with similar amount of annual VRM to GRTC)

Fixed Route Traffic Incidents – Trend Report

<u>Traffic Incidents</u>	June	July	August	September	October	November	December	January	February	March	April	May
Passenger Incident	6	3	5	17	15	16	14	17	15	13	9	10
Pedestrian	0	1	0	1	0	0	0	0	0	0	0	0
Bicycle	0	0	0	1	1	0	0	0	0	0	0	0
Vehicle Rear End	3	4	2	2	3	1	2	3	1	2	3	3
Fixed Objects	8	12	15	21	19	17	16	13	16	8	7	9
Improper Turning	1	5	7	4	5	4	3	4	7	3	3	2
Company Vehicle	3	2	2	0	1	3	0	2	2	3	6	2
Bus Rear End Vehicle	0	0	0	0	0	0	0	0	0	1	1	1
Bus Hit Parked Vehicle	1	3	6	4	6	5	3	5	6	6	3	2
Total	22	30	37	50	50	46	38	44	47	36	32	29

<u>Assaults</u>	<u>Bus-Related</u>
Verbal	2
Physical	1

Specialized Related Incidents – Trend Report

<u>Traffic Incidents</u>	June	July	August	September	October	November	December	January	February	March	April	May
Passenger Incident	4	1	2	2	0	2	0	1	2	1	1	1
Pedestrian	0	0	0	0	0	0	0	0	0	0	0	0
Bicycle	0	0	0	0	0	0	0	0	0	0	0	0
Vehicle Rear Ended	1	0	0	0	1	0	0	1	0	1	0	0
Fixed Objects	1	1	4	2	2	1	3	2	1	5	3	3
Improper Turning	0	1	0	1	0	1	0	2	0	1	1	0
Van Rear ended Vehicle	0	0	0	0	0	0	0	0	0	0	0	0
Company Vehicle	0	0	0	0	0	0	0	0	0	0	1	0
Van Hit Parked Vehicle	1	1	3	0	1	2	1	0	1	0	1	0
Total	7	4	9	5	4	4	4	5	4	8	7	4

<u>Assaults</u>	<u>Specialized-Related</u>
Verbal	0
Physical	0

Microtransit Related Incidents – Trend Report

<u>Traffic Incidents</u>	January	February	March	April	May
Passenger Incident	0	0	0	0	0
Pedestrian	0	0	0	0	0
Bicycle	0	0	0	0	0
Vehicle Rear Ended	0	0	0	0	0
Fixed Objects	1	0	1	0	0
Improper Turning	0	0	1	0	1
Company Vehicle	0	0	0	1	0
Van Rear Ended Vehicle	0	0	0	0	0
Van Hit Parked Vehicle	0	0	0	0	0
Total	1	0	2	1	0

<u>Assaults</u>	<u>Microtransit</u>
Verbal	0
Physical	0

DEFINITIONS

Assault: Any act of aggression, verbal or physical, towards an operator or rider which stops operations and in which supervision and/or police are involved in response.

Bicycle Incident: Bicycle comes into contact with the bus.

Incident: An event or occurrence of an accident or impact.

National Transit Database (NTD) Defined Event: Collision involving on a roadway transit vehicle where any (including private) vehicle is towed away or passenger or driver is transported from scene for medical attention.

Non-Preventable Passenger Incident: A passenger trip, slip or fall, while boarding, alighting or on board the bus related to normal operating environment and pathway clearances and unrelated to GRTC vehicle movement.

Non-Preventable Traffic Incident: A motor vehicle collision in which the Operator committed no driving error and reacted reasonably to the error of others.

Passenger Incidents: Any accident involving a passenger's slip, trip or fall while boarding, alighting or on board the bus.

Pedestrian Incident: Pedestrian comes into contact with the bus.

Physical Assault: Any assault involving physical harm or unwanted physical contact towards an operator or between riders and in which supervision and /or police are requested/required to respond.

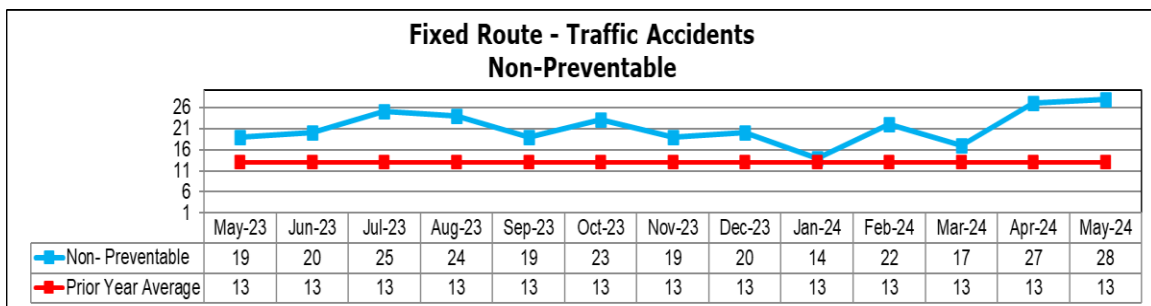
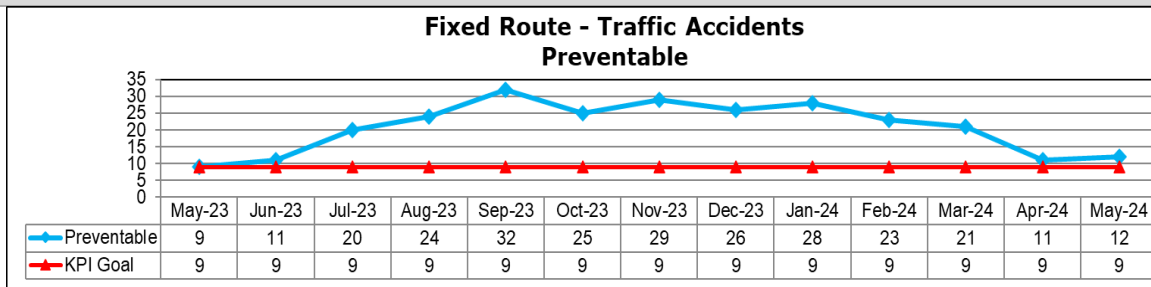
Preventable Passenger Incident: A passenger trip, slip or fall, while boarding, alighting or on board the bus related to normal operating environment and pathway clearances in which the Operator did not do everything reasonable to avoid a collision, committed an error, or failed to react to the errors of others.

Preventable Traffic Incident: A motor vehicle collision in which the Operator did not do everything reasonable to avoid a collision, committed an error, or failed to react to the errors of others.

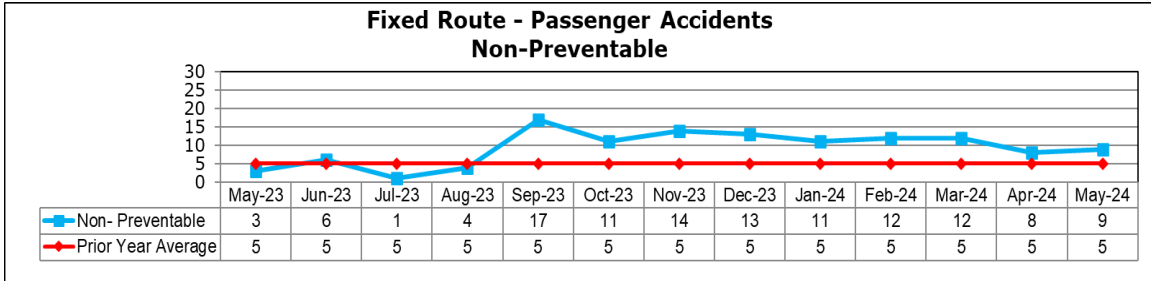
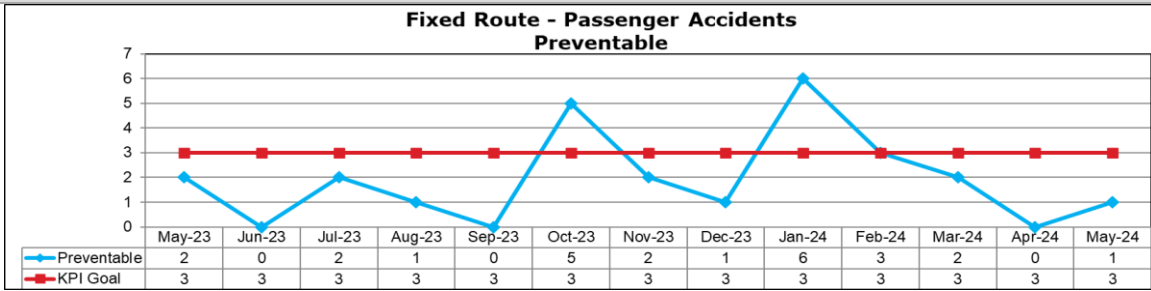
Verbal Assault: – Any assault involving a verbal exchange with harmful and/or threatening content towards an operator or between riders and in which supervision and /or police are requested/required to respond.

VRM/Vehicle Revenue Miles: The number of miles traveled by transit vehicles in revenue service.

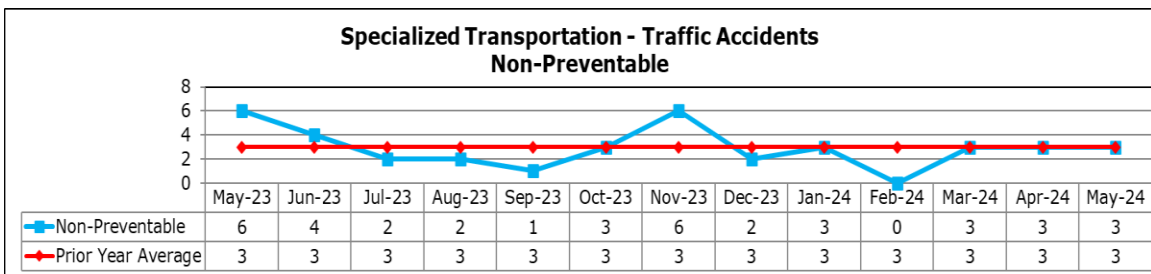
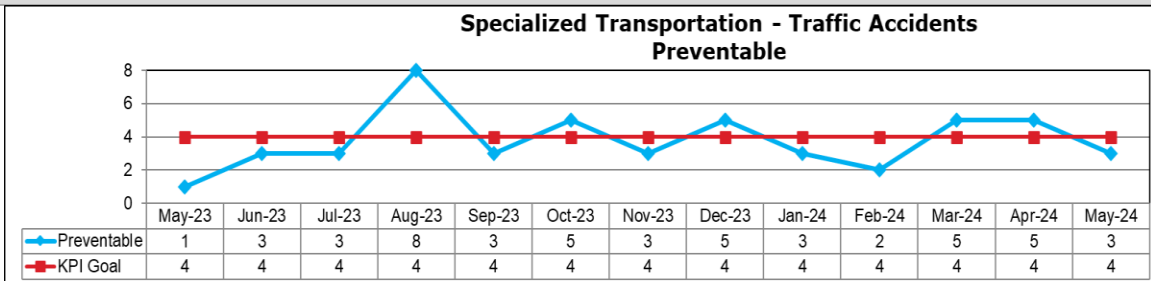
Fixed Route – Traffic Accident Data



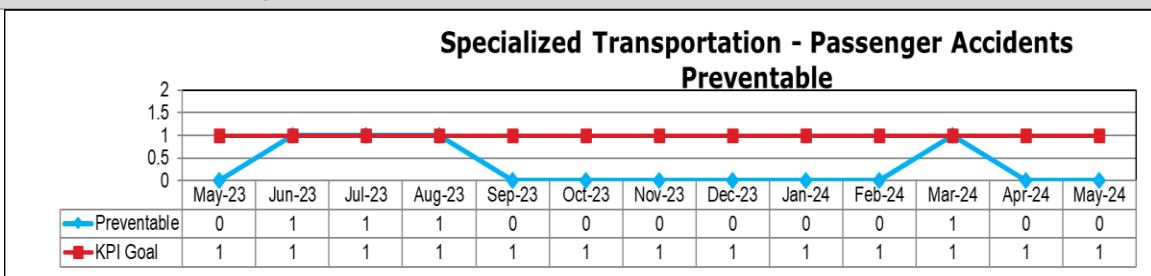
Fixed Route – Passenger Accident Data

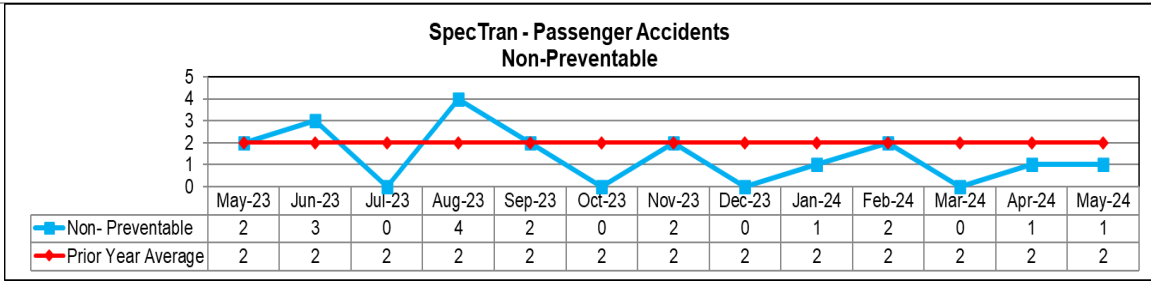


Specialized Transportation – Traffic Accident Data

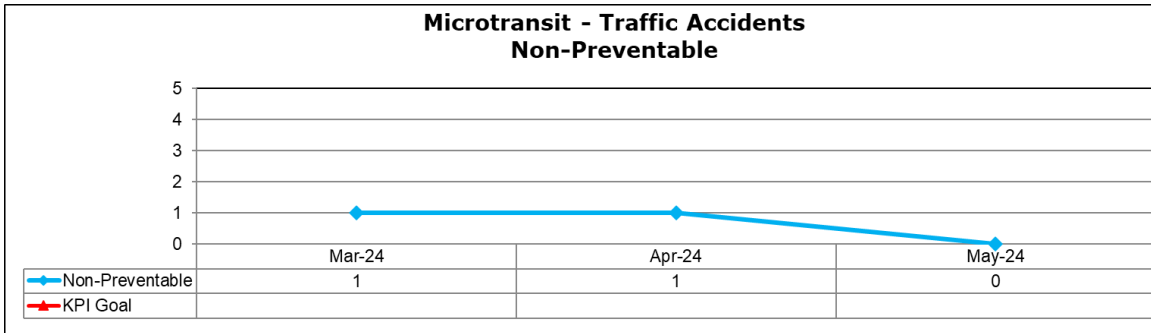
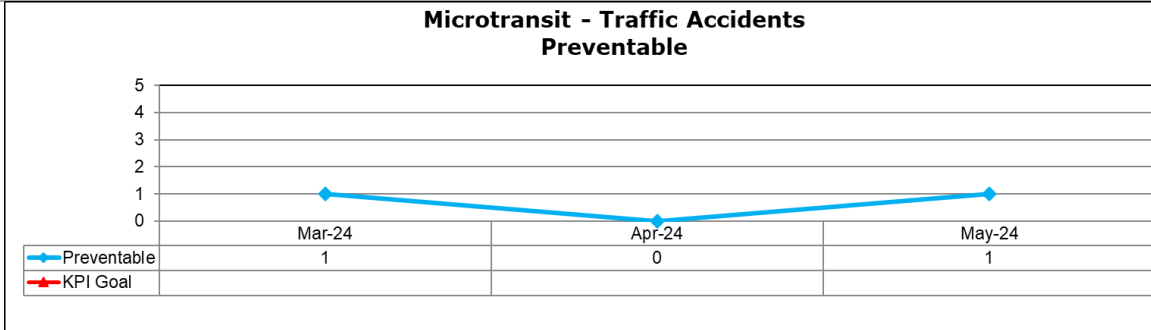


Specialized Transportation – Passenger Accident Data

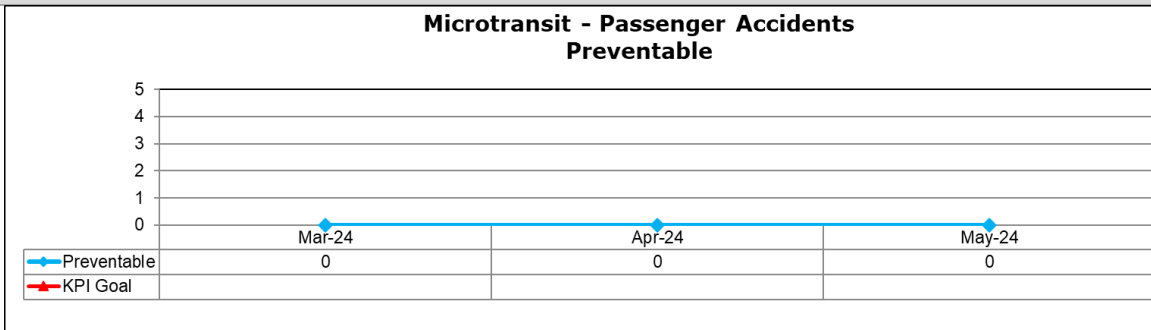


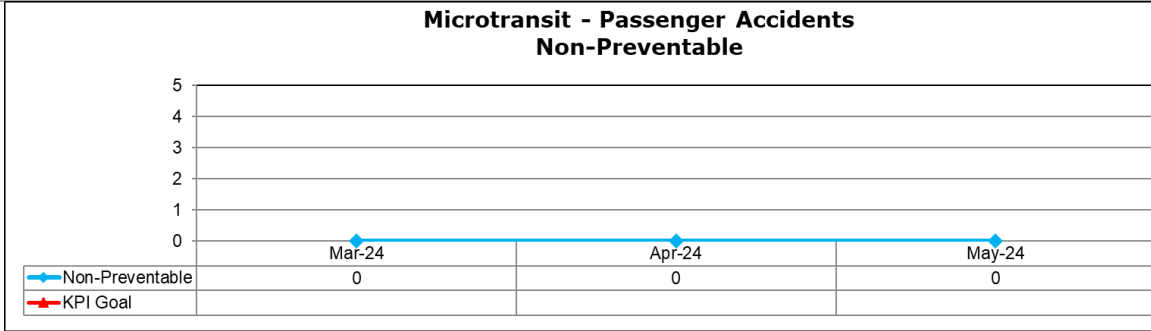


Microtransit – Traffic Accident Data

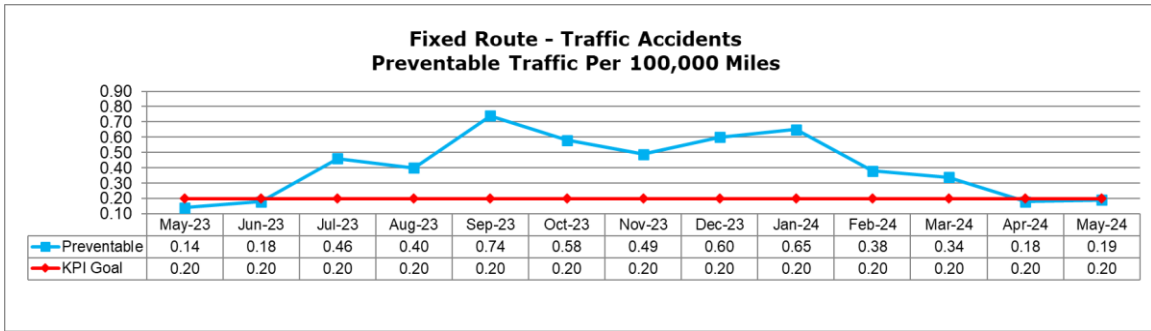
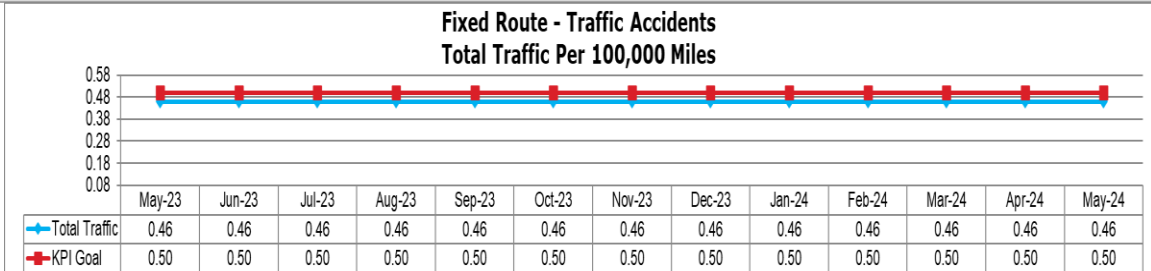


Microtransit – Passenger Accident Data

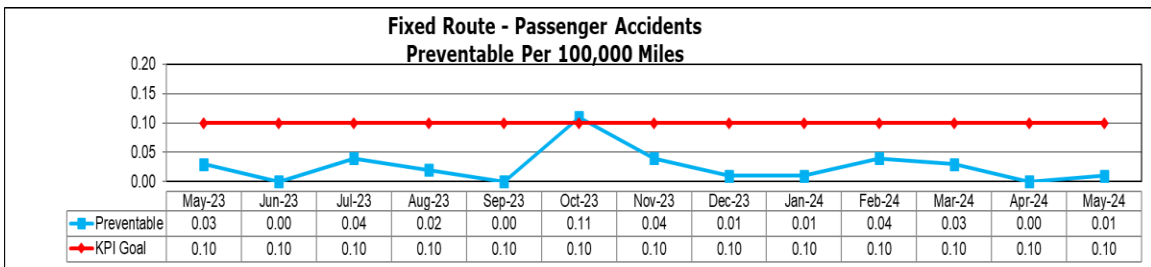
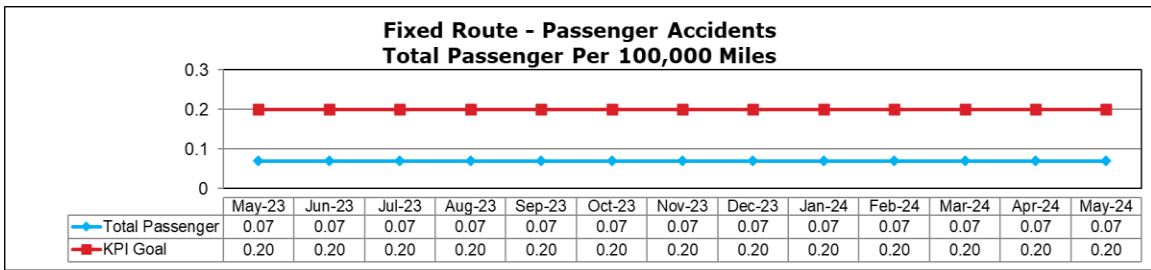




Fixed Route – Traffic Accidents per 100,000 Miles



Fixed Route – Passenger Accidents per 100,000 Mile

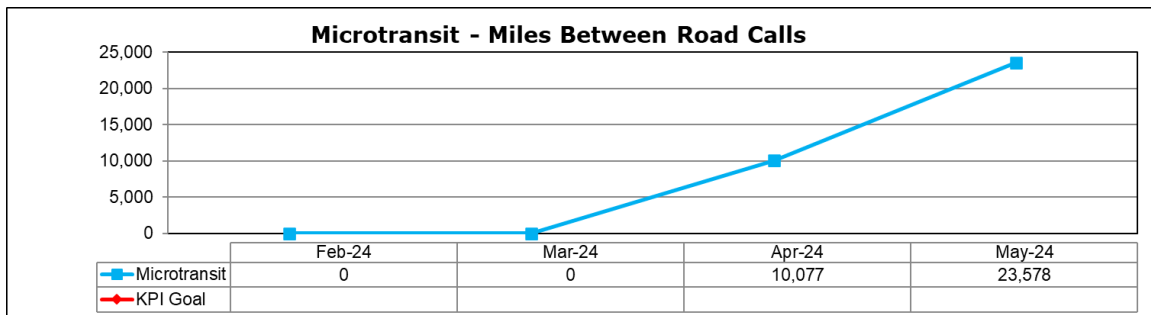
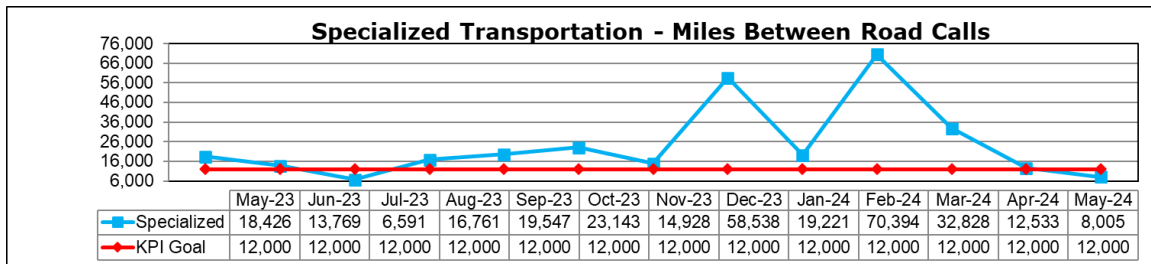
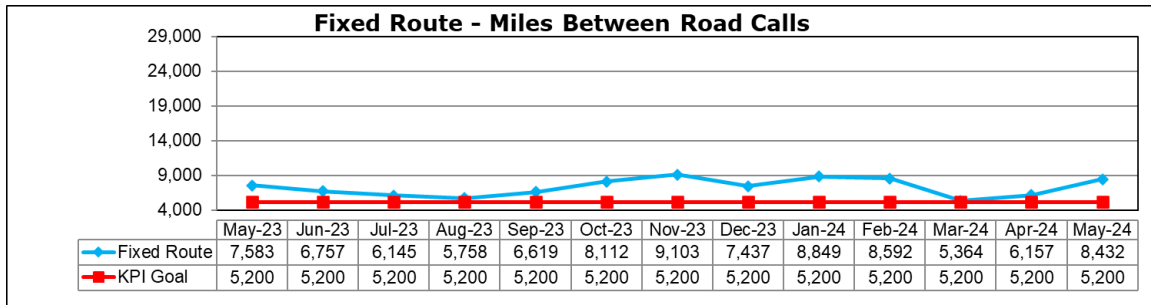




Meeting Date: June 18, 2024
 Staff Report: Maintenance Performance

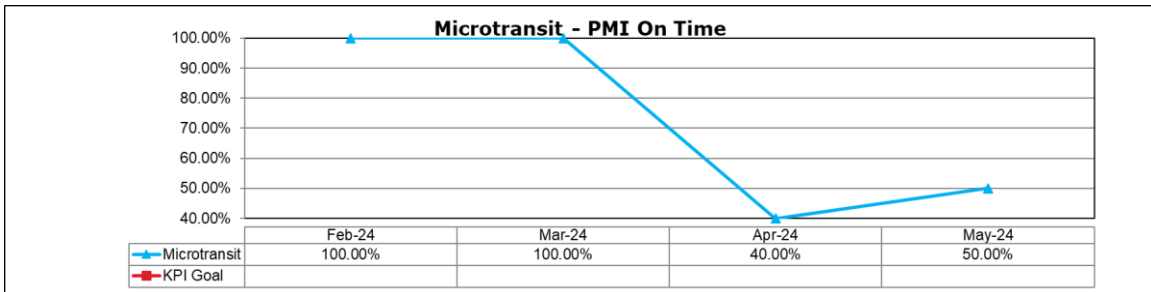
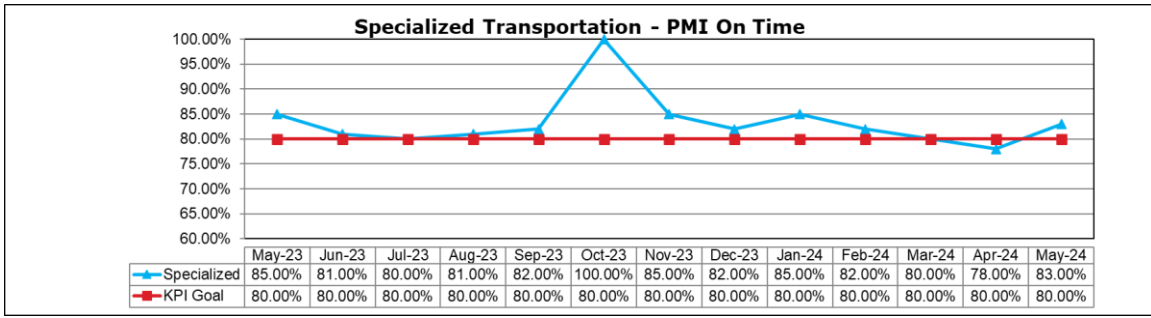
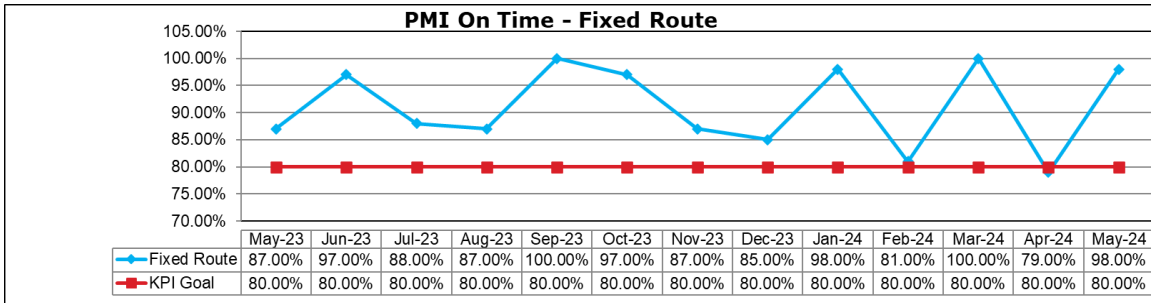
CURRENT STATUS

GRTC maintains a bus fleet of 142 vehicles for our fixed route service and 88 vans for our paratransit service.



PREVENTIVE MAINTENANCE

Preventive Maintenance for the month of May was 98% with a goal of 80%. For the month of May, 5% of the fleet was down for service repairs with a spare ratio of 20%.



CURRENT STAFFING LEVELS

Mechanics Vacancies – 2
 General Utilities Vacancies – 0

We continue to train all new employees to optimize our workflow. We continue to clean and disinfect the entire fleet daily and clean and power wash the bus shelters, bus stops and BRT platforms.



Meeting Date: June 18, 2024

Staff Report: Fixed Route, Microtransit, and Specialized Transportation - Rider Comments

FIXED ROUTE MAY REPORT

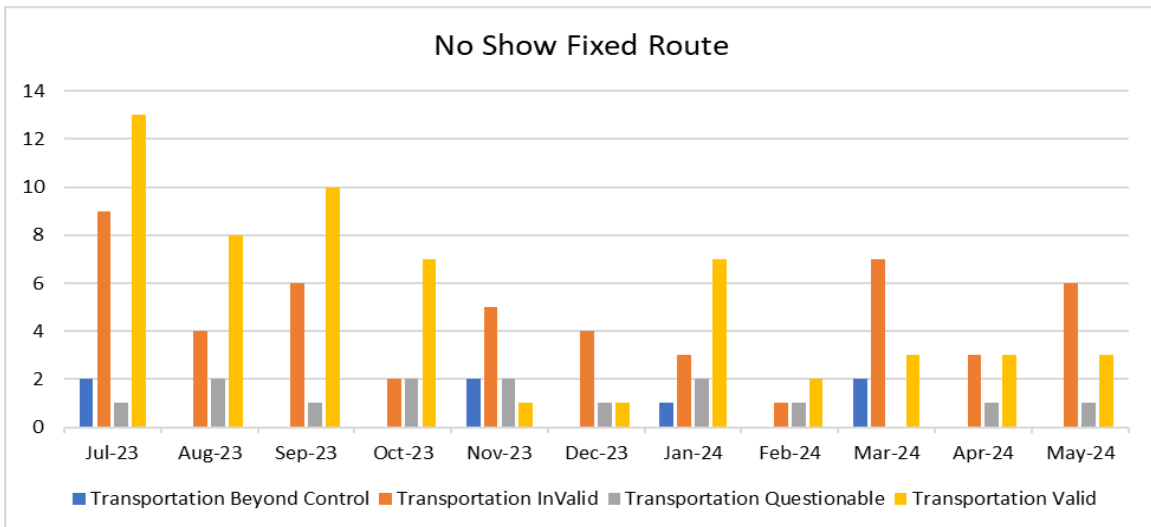
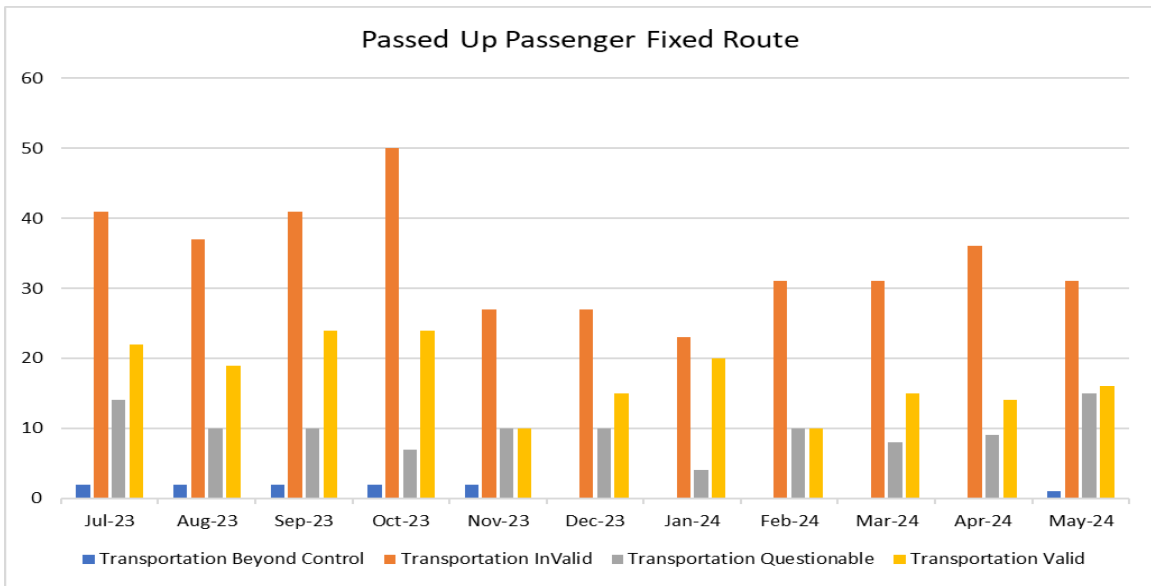
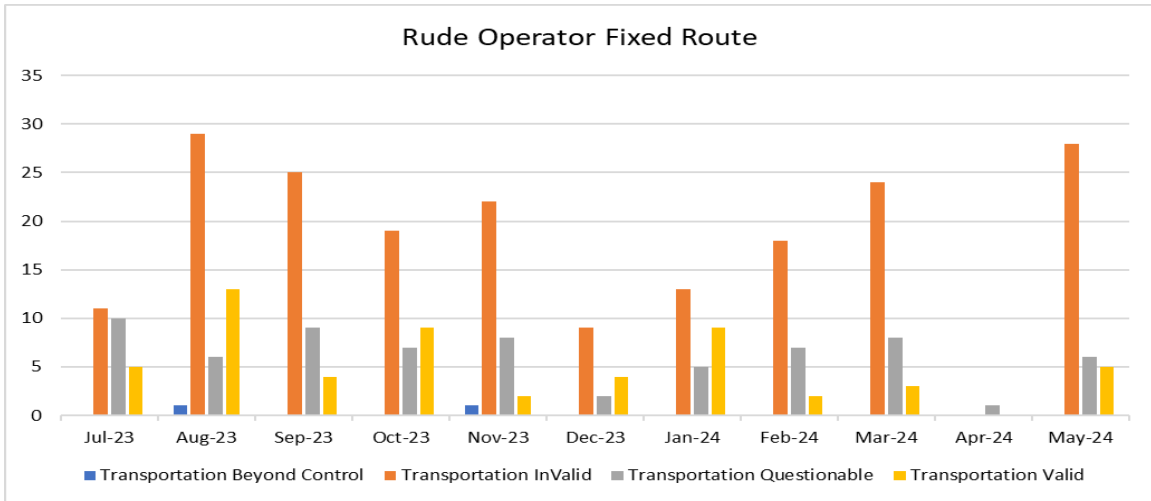
Complaint	Verified	Non-Verified	Questionable	Beyond GRTC Control	Under Investigation	Total
Rude Operator	5	28	6	0	0	39
Passed Up Passenger	16	31	15	1	0	63
No Show	3	6	1	0	0	10
Late Schedule	1	10	8	1	0	20
Improper Operations of Vehicle	3	5	2	0	0	10
Early Schedule	6	8	3	0	0	17
Planning/Scheduling	0	0	0	0	7	7
IT/Mobile App	0	0	0	0	0	0
Other - Miscellaneous	7	13	15	7	0	42
Total	41	101	50	9	7	208

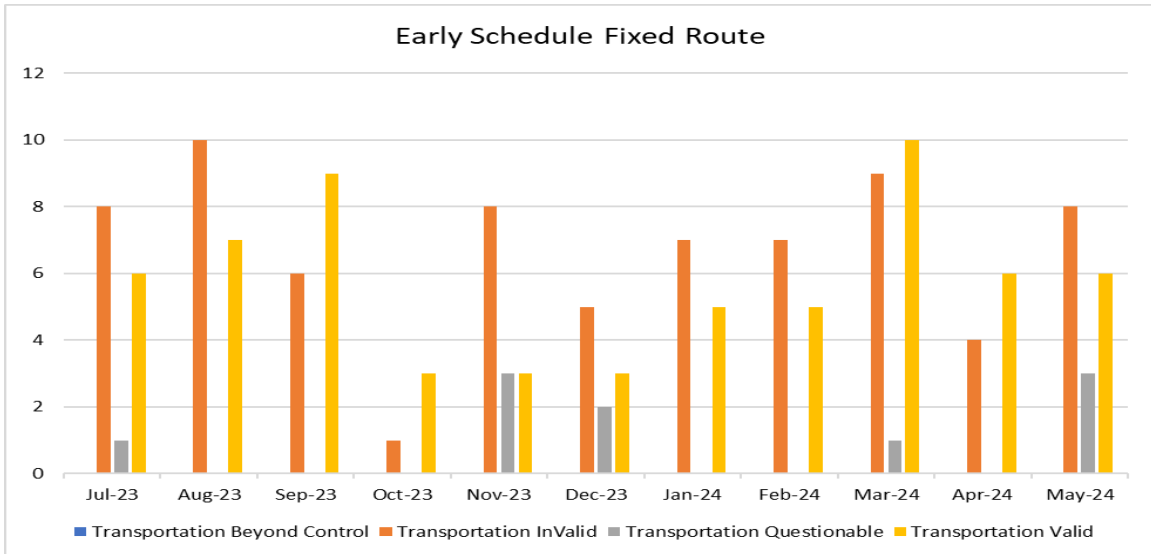
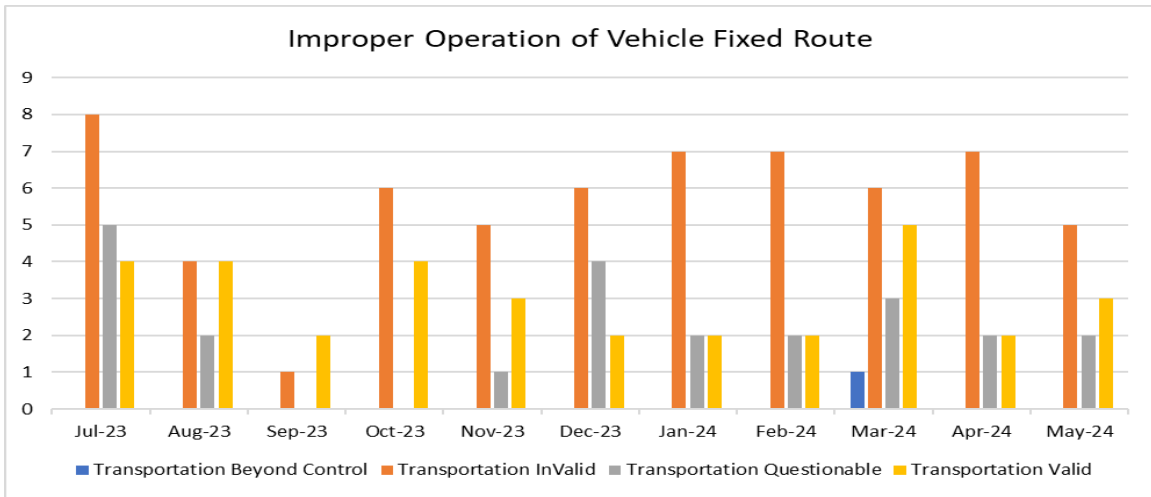
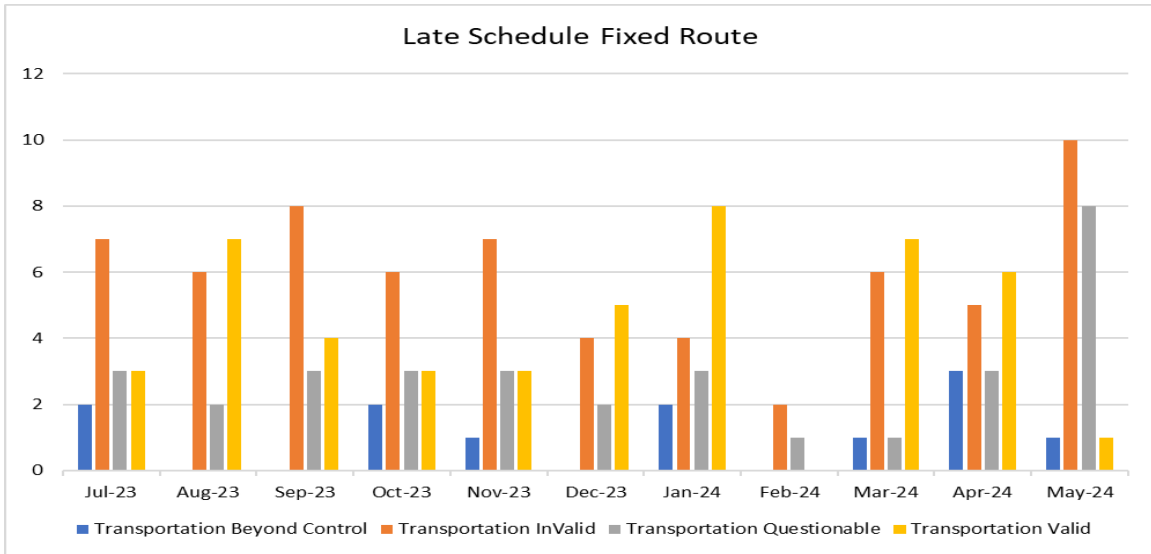
DEFINITIONS FOR COMPLAINTS

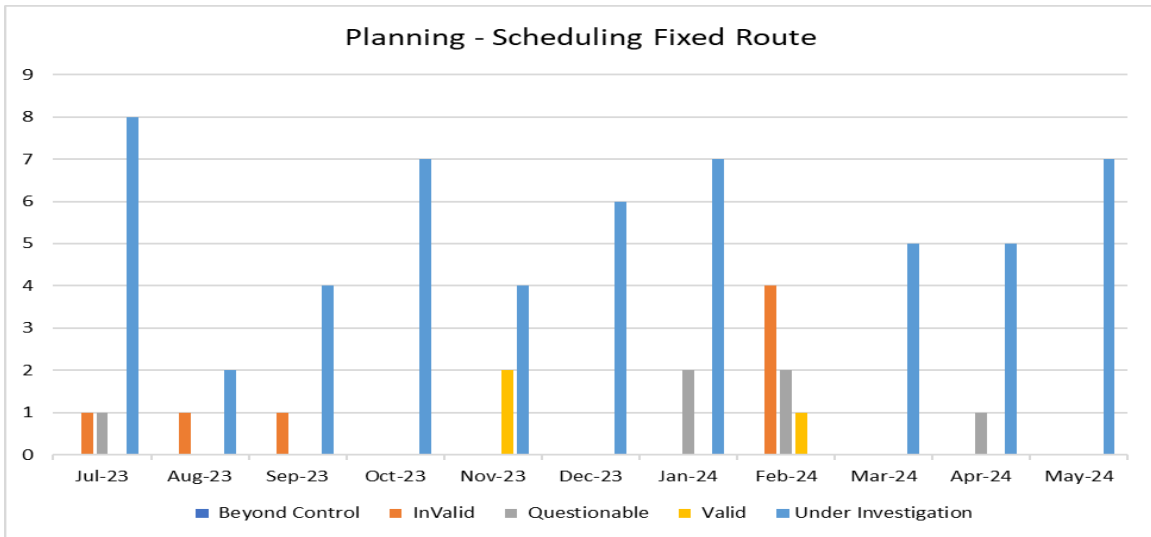
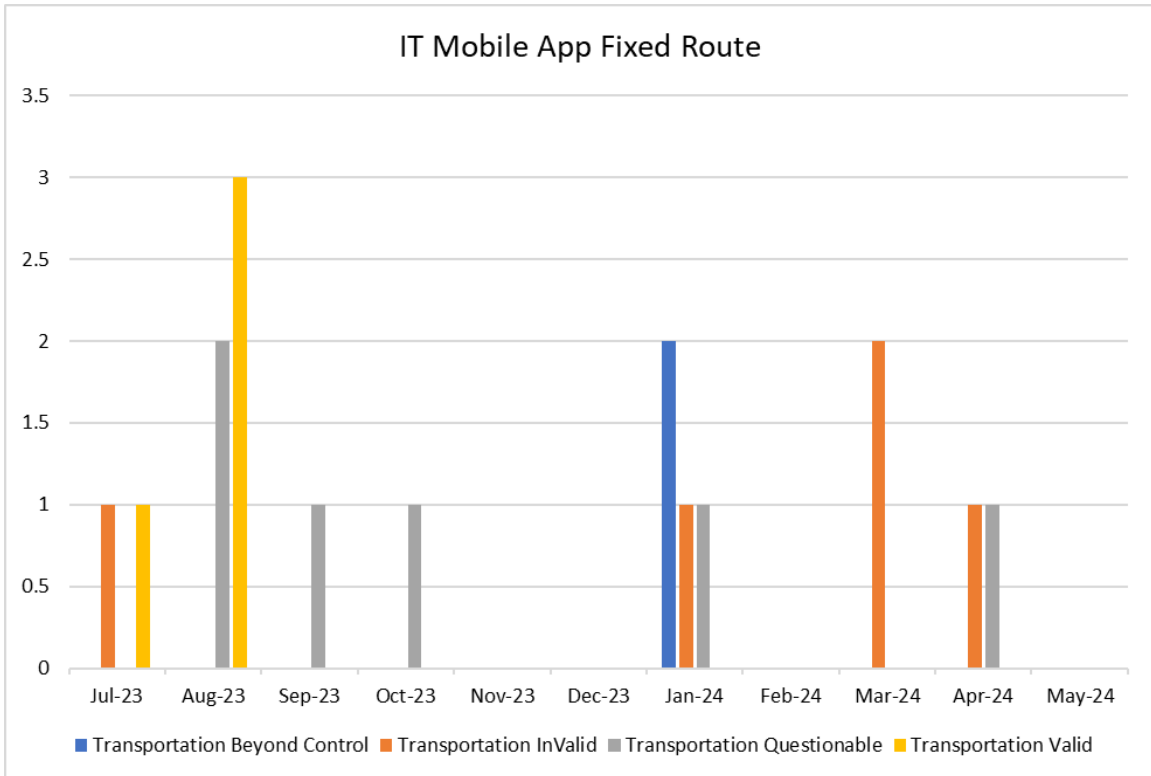
Verified – complaint was able to be verified
Non-Verified – complaint could not be verified based on the information provided
Questionable – complaint could not be confirmed or absolutely denied based on the information provided
Beyond Our Control – complaint is out of GRTC’s control
Under Investigation – more research is needed based on information provided

FIXED ROUTE TREND REPORT

Complaint	June	July	August	September	October	November	December	January	February	March	April	May
Rude Operator	4	5	13	4	9	2	4	9	2	3	4	5
Passed Up Passenger	19	22	19	24	24	10	15	20	10	15	14	16
No Show	7	13	8	10	7	1	1	7	2	3	3	3
Late Schedule	3	3	7	4	3	3	5	8	0	7	6	1
Improper Operations of Vehicle	3	4	4	2	4	3	2	2	1	5	2	3
Early Schedule	1	6	7	9	3	3	3	5	3	10	6	6
Planning/Scheduling	0	0	0	0	1	2	0	0	1	0	0	0
IT/Mobile App	2	0	1	0	0	0	0	0	0	0	0	0
Other – Misc.	8	7	10	8	9	8	4	4	13	13	11	7
Commendations	6	5	7	6	7	8	4	4	10	6	6	8







SPECIALIZED TRANSPORTATION MAY REPORT

Complaint	Verified	Non-Verified	Questionable	Beyond GRTC Control	Under Investigation	Total
Rude Operator	0	4	0	0	0	4
Passed Up Passenger	0	0	0	0	0	0
No Show	0	4	0	0	0	4
Late Schedule	8	0	0	0	0	8
Improper Operations of Vehicle	0	0	4	0	0	4
Early Schedule	0	0	0	0	0	0
Planning/Scheduling	0	0	0	0	0	0
IT/Mobile App	0	0	1	0	0	1
Other - Miscellaneous	8	4	2	0	0	14
Total	16	12	7	0	0	35

DEFINITIONS FOR COMPLAINTS

Verified – complaint was able to be verified
Non-Verified – complaint could not be verified based on the information provided
Questionable – complaint could not be confirmed or absolutely denied based on the information provided
Beyond Our Control – complaint is out of GRTC’s control
Under Investigation – more research is needed based on information provided

SPECIALIZED TRANSPORTATION TREND REPORT

Complaint	June	July	August	September	October	November	December	January	February	March	April	May
Rude Operator	1	3	1	4	2	2	2	0	0	4	2	4
Passed Up Passenger	1	1	0	0	0	0	0	0	0	2	0	0
No Show	7	2	7	4	1	5	2	2	3	3	5	4
Late Schedule	10	22	28	12	14	7	9	5	1	1	5	8
Improper Operations of Vehicle	1	0	1	1	1	4	3	4	0	0	3	4
Early Schedule	1	0	0	1	0	1	0	0	0	1	0	0
Planning/Scheduling	0	0	1	0	0	0	0	0	2	18	0	0
IT/Mobile App	1	0	0	0	0	0	0	1	10	32	1	1
Other – Misc.	9	11	13	14	6	6	9	12	18	0	13	14
Total	31	39	51	36	24	25	25	24	34	61	29	35
Commendations	2	3	1	2	2	1	5	3	6	7	7	7

MICROTRANSIT MAY REPORT

Complaint	Verified	Non-Verified	Questionable	Beyond GRTC Control	Under Investigation	Total
Rude Operator	0	1	0	0	0	1
Passed Up Passenger	0	1	0	0	0	1
No Show	0	1	0	0	0	1
Late Schedule	0	0	1	0	0	1
Improper Operations of Vehicle	0	1	0	0	0	1
Early Schedule	0	0	0	0	0	0
Planning/Scheduling	0	0	0	1	0	1
IT/Mobile App	0	0	0	0	0	0
Other - Miscellaneous	0	0	0	0	0	0
Total	0	4	1	1	0	6

DEFINITIONS FOR COMPLAINTS

Verified – complaint was able to be verified
Non-Verified – complaint could not be verified based on the information provided
Questionable – complaint could not be confirmed or absolutely denied based on the information provided
Beyond Our Control – complaint is out of GRTC's control
Under Investigation – more research is needed based on information provided

MICROTRANSIT TREND REPORT

Complaint	November	December	January	February	March	April	May
Rude Operator	0	0	0	0	0	0	0
Passed Up Passenger	0	0	0	0	0	0	0
No Show	0	0	0	0	1	0	0
Late Schedule	0	0	0	0	0	0	0
Improper Operations of Vehicle	0	0	0	0	0	0	0
Early Schedule	0	0	0	0	0	0	0
Planning/Scheduling	0	0	0	0	0	0	0
IT/Mobile (VIA)	0	0	0	0	0	0	0
Other – Misc.	0	0	0	0	0	0	0
Total	0	0	0	0	1	0	0
Commendations	0	0	0	0	0	0	0



Meeting Date: June 18, 2024
Staff Report: Monthly Ridership Report

BACKGROUND:

The “Monthly Ridership Report” (MRR) includes comparisons between the ridership of the current month, prior month, year prior (during COVID pandemic), and years prior (pre-COVID pandemic) to allow for a broad understanding of overall ridership trends. The MRR includes ridership data for all services GRTC offers including fixed route (local, express, and Pulse), specialized transportation (CARE, CARE Plus, and CARE On-Demand), and Van Pool. Fixed route and specialized transportation data is shown as system-wide totals as well as broken down by mode, route, and jurisdiction; each of which has an accompanying supplemental graph to aid in visualizing trends.

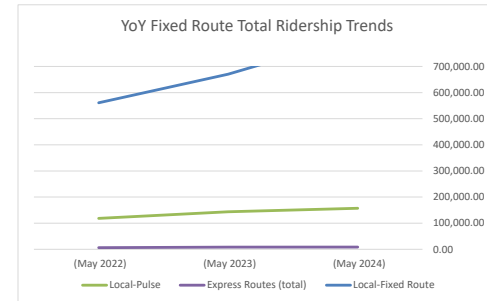
UPDATES:

Ridership update for the month of May 2024 will be provided by Frank Adarkwa.

NOTE: Ridership is forecasted from May 24 – May 31.

**GRTC TRANSIT SYSTEM
MONTHLY RIDERSHIP REPORT MAY 2024**

	(May 2024)	(April 2024)	MoM%	(May 2023)	YoY % (FY2023)	(May 2022)	YoY % (FY2022)
Fixed Route							
Local-Fixed Route	816,130	789,636	3.36%	670,402	21.74%	560,971	45.49%
- Richmond (fixed)	664,560	646,702	2.76%	553,796	20.00%	466,220	42.54%
-Henrico (fixed)	151,570	142,933	6.04%	116,606	29.98%	94,751	59.97%
Local-Pulse	157,072	164,301	-4.40%	143,495	9.46%	118,402	32.66%
Express Routes (total)	8,574	8,324	3.00%	8,437	1.63%	6,289	36.33%
Total Fixed Route	981,777	962,261	2.03%	822,334	19.39%	685,662	43.19%
Specialized Transportation							
CARE/CARE Plus	27,349	25,013	9.34%	20,958	30.49%	22,332	22.47%
CARE On-Demand	4,085	3,836	6.49%	4,639	-11.94%	4,050	0.86%
Total Specialized	31,434	27,303	15.13%	25,597	22.80%	26,382	19.15%
Microtransit							
Total Microtransit	4,952	3,775	31.18%				
TOTAL Fixed Route, Specialized, & Micro	1,018,163	993,339	2.50%				



	2024 FYTD	2023 FYTD (July '22 - May '23)	YoY % (FY2023)	2022 FYTD (July '21 - May '22)	YoY % (FY2022)
Fixed Route					
Local- Fixed Route	8,016,020	6,839,829	17.20%	5,922,643	35.35%
Local- Pulse	1,639,272	1,555,734	5.37%	1,441,550	13.72%
Express Routes (total)	86,645	87,255	-0.70%	70,851	22.29%
Total Fixed Route	9,741,937	8,482,818	14.84%	7,435,043	31.03%
Specialized Transportation					
CARE/CARE Plus	231,133	222,183	4.03%	237,923	-2.85%
CARE On-Demand	40,336	46,954	-14.09%	34,260	17.73%
Total Specialized	271,469	269,137	0.87%	272,183	-0.26%
Microtransit					
Total Microtransit	15,446				
TOTAL FIXED ROUTE, SPECIALIZED & MICROTRANSIT	10,028,852	8,751,955	14.59%	7,707,226	30.12%

Van Pool	(April '24)	YoY % (April '23) (FY2023)	YoY % (April '22) (FY2022)
Van Pool	14,760	11.73%	57.41%

**Vanpool data is received a month behind



Meeting Date: June 18, 2024
Staff Report: Recent and Upcoming Procurements

BACKGROUND:

The Board Chair is authorized to sign contracts on behalf of the full GRTC Board for contracts valued over \$50,000 and under \$100,000. Any contract signed by the Board Chair shall be reported at the next full Board Meeting.

The Procurement Department maintains a rolling list of upcoming procurement items anticipated for the coming year. At least three months prior to initiation of the procurement process, staff will update the Board prior to releasing requests for proposals, quotes, invitations for bids, or other methods of procurement.

The Recent and Upcoming Procurement report ensures full transparency in contracting.

The following is a list of procurements approved by GRTC’s board chair falling below the \$100,000 threshold requiring majority approval by GRTC’s Board of Directors but above the CEO’s authority of \$50,000.

Date	Purchase Order #	Vendor	Purpose	Amount	Requested by	Approved by
06/10/2024	116114	Colonial Webb	Water Heater Replacement	\$81,082.94	Joey Agee	Board Chair
6/12/2024	116029	RK&K	Task Order Under Construction Management Engineering & Inspection Services Contract Awarded June 2022	\$179,929.90	Steve McNally	Board Chair
06/12/2024	116043	Colonial Webb	Infrastructure Prework for SmartYard Project	\$122,720.00	Dexter Hurt	Board Chair

CURRENT STATUS:

Procurement, will review and answer questions on the list of upcoming procurements as follows:

TITLE	DEPT	BUDGET	ANTICIPATED AWARD DATE	INCLUDED IN BUDGET (YES/NO)	GRANT STATUS (EXISTING/PENDING/PLANNED)
General Printing Services	Marketing	TBD	Summer 2024	TBD	Planned
Demo of the Church Lot	Planning	\$2,000,000	2024	Y-FY 2024	Planned
Occupational Health Services	Human Resources	\$225,000	2024	Y	Planned
Hastus Training for Schedulers	Planning	\$91,000	2024	TBD	Pending
Support Truck	Maintenance	\$70,000	Summer 2024	Y	Planned
Bus Parts	Maintenance	\$2.5M	Q2-2024	Y	Planned
Paratransit Parts	Maintenance	\$300,000	FY-2024	Y	Planned
Motorized Entrance Gates	Risk Management	\$250,000	Summer 2024	Y	Planned
Training Simulator	Risk Management	\$550,000	Fall 2024	Y	Planned

Ready	Project approved and funds are available.
Existing	Project approved and funds to be applied to federal grant.
Pending	Awaiting approval of funds.
Planned	Project is in planning phase and funding to be applied for in future.



Meeting Date: June 18, 2024

Staff Report: April 2024 Financial Report

BACKGROUND

Attached is the Financial Report for the ten months ended April 30, 2024. John Zinzarella will highlight the key points.

Financial Report
For the Ten Months Ending April 30, 2024
Key Highlights

Revenues

Year to date Revenues unfavorable to budget	\$ (2,397,237.82)
Year to Date Actual Revenues	\$ 64,934,991.49
Year to Date Budgeted Revenues	\$ 67,332,229.31

Unfavorable Local Funds (\$576.883k) due to budgetary assumption of TRIP Match contribution from GRTC Fund Balance (\$1.413M) offset by higher than budgetary assumptions for local share match for grant funded projects and unfavorable State Funds (\$2.235M) due to the timing of grant funded projects versus budgetary assumptions offset by favorable Federal Funds revenue \$0.282M due to ARPA funding for Operator Trainees wages and lifts in maintenance (capital) primarily offset by lower than budgeted 5307 flex funds reimbursement, favorable Directly Generated Funds of \$57.512k due to favorable interest income due to higher treasury rates and investment balances versus budget assumptions.

Operating Expenditures

Year to date Operating Expenditures lower than budgeted amounts	\$ 7,340,494.17
Year to date Actual Operating Expenditures	\$ 60,650,854.49
Year to Date Budgeted Operating Expenditures	\$ 67,991,348.66

Favorable services \$5.930M due timing of planning projects, and favorable materials and supplies \$2.486M, favorable utilities \$189.258k due to corrections to the GRTC water and gas consumption issued by Richmond DPU, offset by unfavorable insurance premium expense (\$160.247k) due to booking of uninsured provision versus budgetary assumptions, unfavorable labor (\$382.596k) as a result higher FTEs in Operations and Maintenance (\$1.728M) due to the number of trainees on staff offset by lower than budgeted headcount in Administration \$1.345M, unfavorable purchased transportation (\$727.727k) due to higher demand for GRTC programs (CARE and CARE on demand).

<u>Net Operating Position - Surplus / (Deficit)</u>	\$ 4,208,840.10
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Net Operating Position FY2024 Full Year Outlook

It is expected that the above noted trends continue through June 30, 2024

Forecasted Net Operating surplus	\$2,750,000.00	to	\$3,000,000.00
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Balance Sheet and Cash Flow

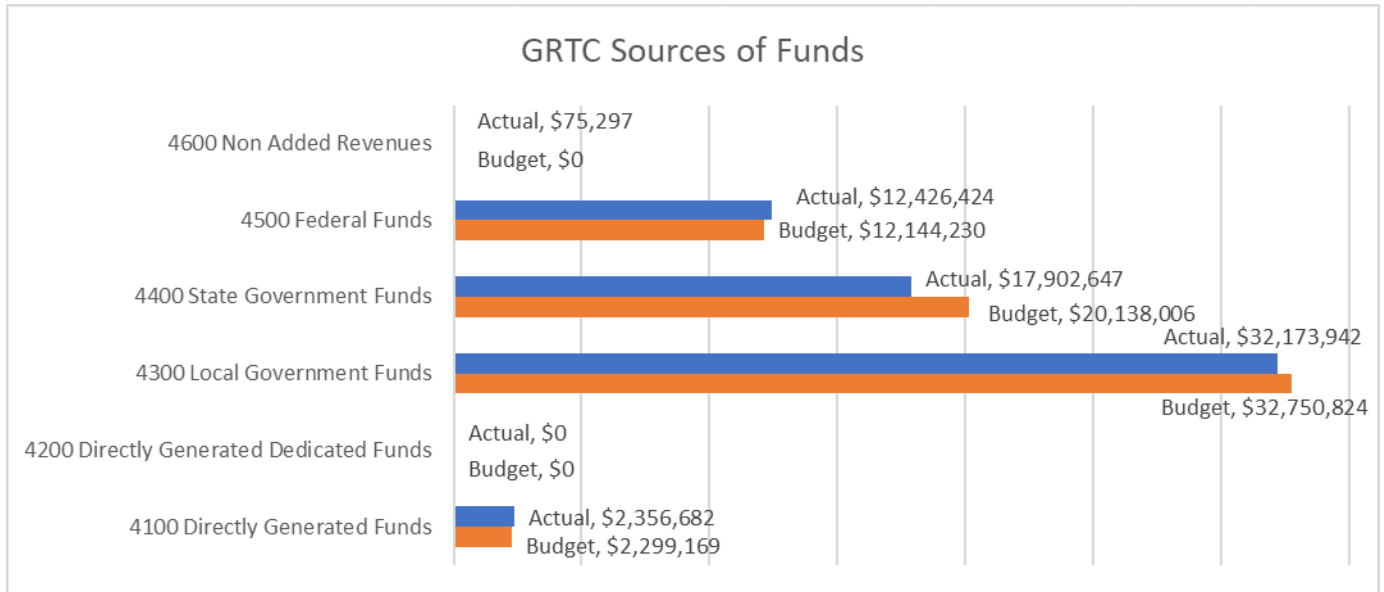
Balance sheet with cash position of		\$8,259,890
Operating Cash Account	\$3,514,659	
Capital Cash Account	\$4,745,231	

**GRTC Transit System
Source of Funds
Year to Date April 30, 2024**

	Month Ended April 30, 2024			Year to Date April 30, 2024		
	Actual	Budget	Variance Fav / (Unfav)	Actual	Budget	Variance Fav / (Unfav)
4100 Directly Generated Funds	\$ 214,609.61	\$ 269,606.97	\$ (54,997.36)	\$ 2,356,681.53	\$ 2,299,169.05	\$ 57,512.48
4110 Total Passenger Fares	100,000.00	100,000.00	-	1,011,409.33	1,012,409.00	(999.67)
4120 Park and Ride Parking Revenues	-	-	-	-	-	-
4130 Non Public Transportation Revenue	-	-	-	45,329.00	-	45,329.00
4140 Auxiliary Transportation Revenue	-	87,833.33	(87,833.33)	3,250.00	429,333.33	(426,083.33)
4150 Other Agency Revenues	114,609.61	81,773.64	32,835.97	1,296,693.20	857,426.72	439,266.48
4160 Revenues Accrued Through a Purchased Transportation Agreement	-	-	-	-	-	-
4170 Subsidy from Other Sectors of Operations	-	-	-	-	-	-
4180 Extraordinary or Special Items	-	-	-	-	-	-
4190 Total Recoveries	-	-	-	-	-	-
4200 Directly Generated Dedicated Funds						
4300 Local Government Funds	\$ 3,349,809.52	\$ 3,175,971.83	\$ 173,837.69	\$ 32,173,941.55	\$ 32,750,824.33	\$ (576,882.78)
4310 General Revenues of the Local Government	3,349,809.52	3,175,971.83	173,837.69	32,173,941.55	32,750,824.33	(576,882.78)
4400 State Government Funds	\$ 1,705,519.17	\$ 2,344,946.46	\$ (639,427.29)	\$ 17,902,647.08	\$ 20,138,005.89	\$ (2,235,358.81)
4410 General Revenues of the State Government	1,705,519.17	2,344,946.46	(639,427.29)	17,902,647.08	20,138,005.89	(2,235,358.81)
4500 Federal Funds	\$ 2,307,044.99	\$ 1,489,341.31	\$ 817,703.68	\$ 12,426,424.43	\$ 12,144,230.03	\$ 282,194.40
5307 FTA Urbanized Area Formula Program	48,400.35	1,267,174.93	(1,218,774.58)	4,134,139.58	10,824,388.79	(6,690,249.21)
5307 CARES Act Urbanized Area Program Funds	2,258,644.64	222,166.38	2,036,478.26	8,292,284.85	1,319,841.24	6,972,443.61
4600 Non Added Revenues	\$ -	\$ -	\$ -	\$ 75,296.90	\$ -	\$ 75,296.90
4630 Sales and Disposals of Assets	-	-	-	75,296.90	-	75,296.90
Total Sources of Funds	\$ 7,576,983.29	\$ 7,279,866.57	\$ 297,116.72	\$ 64,934,991.49	\$ 67,332,229.31	\$ (2,397,237.82)

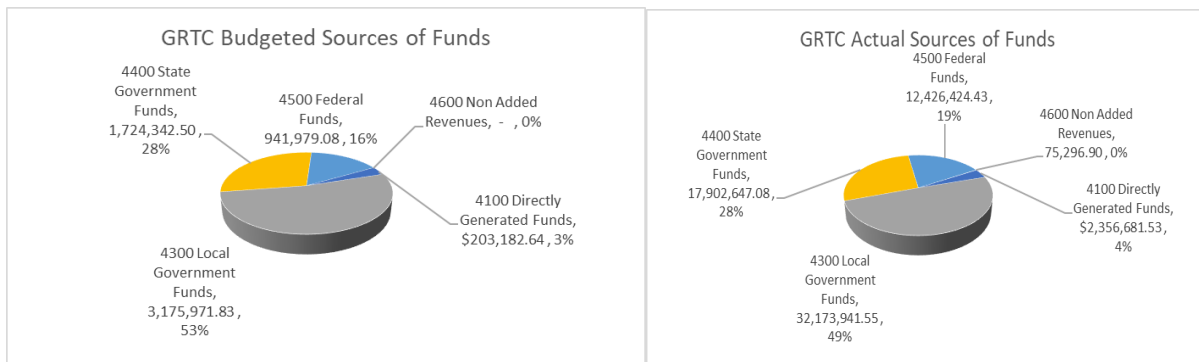
GRTC Transit System Year to Date April 30, 2024

Source of Funds	Budget	Actual	Over (Under)	% of Budget
4100 Directly Generated Funds	\$ 2,299,169.05	\$ 2,356,681.53	\$ 57,512.48	2.50%
4200 Directly Generated Dedicated Funds	-	-	-	n/a
4300 Local Government Funds	32,750,824.33	32,173,941.55	(576,882.78)	-1.76%
4400 State Government Funds	20,138,005.89	17,902,647.08	(2,235,358.81)	-11.10%
4500 Federal Funds	12,144,230.03	12,426,424.43	282,194.40	2.32%
4600 Non Added Revenues	-	75,296.90	75,296.90	n/a
	<u>\$ 67,332,229.31</u>	<u>\$ 64,934,991.49</u>	<u>\$ (2,397,237.82)</u>	<u>-3.56%</u>



Revenues are unfavorable versus budget by \$2.397M or 3.56% as a result of:

- Unfavorable Local Funds (\$576.883k) due to budgetary assumption of TRIP Match contribution from GRTC Fund Balance (\$1.413M) offset by higher than budgetary assumptions for local share match for grant funded projects and unfavorable State Funds (\$2.235M) due to the timing of grant funded projects versus budgetary assumptions offset by favorable Federal Funds revenue \$0.282M due to ARPA funding for Operator Trainees wages and lifts in maintenance (capital) primarily offset by lower than budgeted 5307 flex funds reimbursement, favorable Directly Generated Funds of \$57.512k due to favorable interest income due to higher treasury rates and investment balances versus budget assumptions.



**GRTC Transit System
Operating Expenses
Year to Date April 30, 2024**

	Vehicle Operations			Vehicle Maintenance			Facility Maintenance			General Administration			Total GRTC		
	Actual	Budget	Variance Fav / (Unfav)	Actual	Budget	Variance Fav / (Unfav)	Actual	Budget	Variance Fav / (Unfav)	Actual	Budget	Variance Fav / (Unfav)	Actual	Budget	Variance Fav / (Unfav)
Total Operating Costs															
5010. LABOR	\$ 30,180,436.00	\$ 28,672,481.81	\$ (1,507,954.19)	\$ 4,692,533.89	\$ 4,128,174.91	\$ (564,358.98)	\$ 1,121,116.34	\$ 1,465,494.90	\$ 344,378.56	\$ 6,024,194.13	\$ 7,369,532.94	\$ 1,345,338.80	\$ 42,018,280.36	\$ 41,635,684.56	\$ (382,595.80)
01. Operator Salaries and Wages	17,616,936.68	17,764,510.84	147,574.16	-	-	-	-	-	-	-	-	-	17,616,936.68	17,764,510.84	147,574.16
02. Operator's Paid Absences	1,960,892.76	-	(1,960,892.76)	-	-	-	-	-	-	-	-	-	1,960,892.76	-	(1,960,892.76)
Operator Vacation	653,615.08	-	(653,615.08)	-	-	-	-	-	-	-	-	-	653,615.08	-	(653,615.08)
Operator Sick	453,584.67	-	(453,584.67)	-	-	-	-	-	-	-	-	-	453,584.67	-	(453,584.67)
Holiday	853,693.01	-	(853,693.01)	-	-	-	-	-	-	-	-	-	853,693.01	-	(853,693.01)
Operator FMLA or other leave	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
03. Other Salaries and Wages (Non revenue vehicle operator personnel)	1,673,413.23	1,941,912.86	268,499.63	3,085,332.47	2,757,560.22	(327,772.25)	789,091.55	1,108,249.32	319,157.77	4,212,413.80	5,064,501.53	852,087.73	9,760,251.05	10,872,223.92	1,111,972.87
Dispatch	183,822.93	181,419.50	(2,403.43)	-	-	-	-	-	-	-	-	-	183,822.93	181,419.50	(2,403.43)
Operations Supervision	1,489,590.30	1,760,493.36	270,903.06	-	-	-	-	-	-	-	-	-	1,489,590.30	1,760,493.36	270,903.06
Maintenance	-	-	-	3,085,332.47	2,757,560.22	(327,772.25)	789,091.55	1,108,249.32	319,157.77	4,212,413.80	5,064,501.53	852,087.73	3,874,424.02	3,865,809.53	(8,614.49)
Administration	-	-	-	-	-	-	-	-	-	-	-	-	4,212,413.80	5,064,501.53	852,087.73
04. Other Paid Absences (Non revenue vehicle operator personnel)	-	-	-	163,608.91	-	(163,608.91)	82,700.07	-	(82,700.07)	-	-	-	246,308.98	-	(246,308.98)
Vacation	-	-	-	74,800.24	-	(74,800.24)	24,119.60	-	(24,119.60)	-	-	-	98,919.84	-	(98,919.84)
Sick	-	-	-	24,032.99	-	(24,032.99)	26,417.11	-	(26,417.11)	-	-	-	50,450.10	-	(50,450.10)
Holiday	-	-	-	64,085.28	-	(64,085.28)	30,382.88	-	(30,382.88)	-	-	-	94,468.16	-	(94,468.16)
FMLA or other leave	-	-	-	690.40	-	(690.40)	1,780.48	-	(1,780.48)	-	-	-	2,470.88	-	(2,470.88)
05. Fringe Benefits	8,929,193.33	8,966,058.10	36,864.78	1,443,592.51	1,370,614.70	(72,977.81)	249,324.72	357,245.58	107,920.86	1,811,780.33	2,305,031.41	493,251.08	12,433,890.89	12,998,949.80	565,058.91
Employment Taxes	1,519,119.47	1,501,953.42	(17,166.05)	242,970.64	210,171.42	(32,799.22)	62,141.14	84,466.82	22,325.68	331,728.55	385,998.27	54,269.72	2,155,959.80	2,182,589.92	26,630.12
Health and Welfare Expenses	4,223,667.29	4,555,105.55	331,438.26	675,540.77	637,405.25	(38,135.52)	172,773.44	256,169.90	83,396.46	922,317.87	1,170,650.72	248,332.85	5,994,299.37	6,619,331.41	625,032.04
Retirement Costs/Pension Plans	2,694,330.02	2,484,500.60	(209,829.42)	432,367.98	426,294.98	(6,073.00)	317.97	-	(317.97)	482,505.58	672,482.88	189,977.30	3,609,521.54	3,583,278.46	(26,243.08)
Workers Compensation	345,425.52	295,331.86	(50,093.66)	55,247.96	41,326.39	(13,921.57)	14,129.99	16,608.87	2,478.88	75,430.21	75,899.55	469.33	490,233.68	429,166.67	(61,067.01)
Other Fringe Benefits	146,651.03	129,166.67	(17,484.36)	37,465.16	55,416.67	17,951.51	(37.82)	-	37.82	(201.87)	-	201.87	183,876.50	184,583.33	706.83
5020. SERVICES	\$ 47,192.50	\$ 62,500.00	\$ 15,307.50	\$ -	\$ -	\$ -	\$ 619,447.37	\$ 643,880.83	\$ 24,433.46	\$ 2,173,749.14	\$ 8,063,552.13	\$ 5,889,802.99	\$ 2,840,389.01	\$ 8,769,932.97	\$ 5,929,543.96
03. Professional and Technical Services	-	-	-	-	-	-	-	-	-	1,875,589.41	7,705,892.80	5,830,303.39	1,875,589.41	7,705,892.80	5,830,303.39
BRT Fare Collection and Security Services	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Audit Fees	-	-	-	-	-	-	-	-	-	45,312.00	55,000.00	9,688.00	45,312.00	55,000.00	9,688.00
Legal Fees	-	-	-	-	-	-	-	-	-	36,162.10	125,000.00	88,837.90	36,162.10	125,000.00	88,837.90
Human Resources Consulting	-	-	-	-	-	-	-	-	-	44,892.16	53,985.80	9,093.64	44,892.16	53,985.80	9,093.64
Planning and Scheduling Consulting	-	-	-	-	-	-	-	-	-	1,308,741.02	5,868,907.00	4,560,165.98	1,308,741.02	5,868,907.00	4,560,165.98
Computer Consulting	-	-	-	-	-	-	-	-	-	627.50	5,000.00	4,372.50	627.50	5,000.00	4,372.50
Advertising and Promotion	-	-	-	-	-	-	-	-	-	439,854.63	1,598,000.00	1,158,145.37	439,854.63	1,598,000.00	1,158,145.37
05. Contract Maintenance Services	-	-	-	-	-	-	619,447.37	643,880.83	24,433.46	85,964.09	66,666.67	(19,297.42)	705,411.46	710,547.50	5,136.04
Vehicle Maintenance	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Computer Maintenance	-	-	-	-	-	-	-	-	-	85,964.09	66,666.67	(19,297.42)	85,964.09	66,666.67	(19,297.42)
BRT Station Maintenance	-	-	-	-	-	-	154,345.10	169,133.33	14,788.23	-	-	-	154,345.10	169,133.33	14,788.23
Building Maintenance	-	-	-	-	-	-	465,102.27	474,747.50	9,645.23	-	-	-	465,102.27	474,747.50	9,645.23
09. Other Services	47,192.50	62,500.00	15,307.50	-	-	-	-	-	-	212,195.64	290,992.67	78,797.03	259,388.14	353,492.67	94,104.53
Advertising	-	-	-	-	-	-	-	-	-	36,797.46	19,166.67	(17,630.79)	36,797.46	19,166.67	(17,630.79)
Ad commission Lottery Updates	-	-	-	-	-	-	-	-	-	-	41,666.67	41,666.67	41,666.67	41,666.67	41,666.67
ADA Ride	-	-	-	-	-	-	-	-	-	62,840.36	61,426.67	(1,413.69)	62,840.36	61,426.67	(1,413.69)
Drug and Alcohol Testing	26,862.50	-	(26,862.50)	-	-	-	-	-	-	-	-	-	26,862.50	-	(26,862.50)
Medical Exam Testing	20,330.00	62,500.00	42,170.00	-	-	-	-	-	-	-	-	-	20,330.00	62,500.00	42,170.00
Misc	-	-	-	-	-	-	-	-	-	112,557.82	168,732.67	56,174.85	112,557.82	168,732.67	56,174.85
5030. MATERIALS AND SUPPLIES CONSUMED	\$ 1,611,156.72	\$ 3,181,554.75	\$ 1,570,398.03	\$ 2,501,012.80	\$ 3,207,136.92	\$ 706,124.12	\$ 236,932.60	\$ 267,083.33	\$ 30,150.73	\$ 1,302,932.49	\$ 1,482,013.33	\$ 179,080.84	\$ 5,652,034.61	\$ 8,137,788.33	\$ 2,485,753.72
01. Fuel and Lubricants	1,222,040.36	2,502,388.08	1,280,347.72	74,090.30	73,741.12	(349.18)	-	-	-	4,431.25	-	(4,431.25)	1,300,561.91	2,576,129.20	1,275,567.29
02. Tires and Tubes	389,116.36	679,166.67	290,050.31	-	-	-	-	-	-	-	-	-	389,116.36	679,166.67	290,050.31
09. Other Materials and Supplies	-	-	-	2,426,922.50	3,133,395.80	706,473.30	236,932.60	267,083.33	30,150.73	1,298,501.24	1,482,013.33	183,512.09	3,962,356.34	4,882,492.47	920,136.13
Vehicle Equip. and Parts Supplies (inc Cares Act)	-	-	-	157,773.16	-	(157,773.16)	-	-	-	157,773.16	-	(157,773.16)	2,584,695.66	3,133,395.80	548,700.14
Other Equipment and Supplies	-	-	-	-	-	-	236,932.60	267,083.33	30,150.73	377,774.81	388,333.33	10,558.52	614,707.41	655,416.67	40,709.26
Office Equipment	-	-	-	-	-	-	-	-	-	682,271.30	1,066,666.67	384,395.37	682,271.30	1,066,666.67	384,395.37
Admin. Supplies	-	-	-	-	-	-	-	-	-	80,681.97	27,013.33	(53,668.64)	80,681.97	27,013.33	(53,668.64)
5040. UTILITIES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 650,434.02	\$ 839,692.50	\$ 189,258.48	\$ 650,434.02	\$ 839,692.50	\$ 189,258.48
Telecommunication	-	-	-	-	-	-	-	-	-	231,608.53	225,000.00	(6,608.53)	231,608.53	225,000.00	(6,608.53)
Utilities	-	-	-	-	-	-	-	-	-	418,825.49	614,692.50	195,867.01	418,825.49	614,692.50	195,867.01
5050. CASUALTIES AND LIABILITY COSTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,630,565.31	\$ 1,470,317.81	\$ (160,247.50)	\$ 1,630,565.31	\$ 1,470,317.81	\$ (160,247.50)
General Liability	-	-	-	-	-	-	-	-	-	544,438.66	812,500.00	268,061.34	544,438.66	812,500.00	268,061.34
Auto Liability	-	-	-	-	-	-	-	-	-	48,866.99	43,100.00	(5,766.99)	48,866.99	43,100.00	(5,766.99)
Physical Damage	-	-	-	-	-	-	-	-	-	938,899.95	416,666.67	(522,233.28)	938,899.95	416,666.67	(522,233.28)
All Other	-	-	-	-	-	-	-	-	-	98,359.71	198,051.14	99,691.43	98,359.71	198,051.14	99,691.43
5060. TAXES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5100. PURCHASED TRANSPORTATION SERVICE	\$ 7,138,017.52	\$ 6,380,290.83	\$ (757,726.69)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,138,017.52	\$ 6,380,290.83	\$ (757,726.69)
01. Purchased Transportation - SpecTran	6,287,453.09	5,412,650.00	(874,803.09)	-	-	-	-	-	-	-	-	-	6,287,453.09	5,412,650.00	(874,803.09)
02. Purchased Transportation VanPool	850,564.43	967,640.83	117,076.40	-	-	-	-	-	-	-	-	-	850,564.43	967,640.83	117,076.40
5090. MISCELLANEOUS EXPENSES	\$ 109,971.61	\$ 83,333.33	\$ (26,638.28)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 611,162.05	\$ 674,308.33	\$ 63,146.28	\$ 721,133.66	\$ 757,641.67	\$ 36,508.01
02. Travel and Meetings	-	-	-	-	-	-	-	-	-	27,563.35	126,745.83	99,182.48	27,563.35	126,745.83	99,182.48
08. Advertising/Promotion Media	-	-	-	-	-	-	-	-	-	13,950.27	20,833.33	6,883.06	13,950.27	20,833.33	6,883.06
09. Other Miscellaneous Expenses	109,971.61	83,333.33	(26,638.28)	-	-	-	-	-	-	569,648.43	526,729.17	(42,919.26)	679,620.04	610,062.50	(69,557.54)
5120. LEASES AND RENTALS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5900 ADA Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenses	\$ 39,086,774.35	\$ 38,380,160.72	\$ (706,613.62)												

GRTC Transit System
Operating Expenses
Year to Date April 30, 2024

	Total GRTC		
	Actual	Budget	Variance Fav / (Unfav)
Total Operating Costs			
5010. LABOR	\$ 42,018,280.36	\$ 41,635,684.56	\$ (382,595.80)
01. Operator Salaries and Wages	<u>17,616,936.68</u>	<u>17,764,510.84</u>	<u>147,574.16</u>
02. Operator's Paid Absences	<u>1,960,892.76</u>	<u>-</u>	<u>(1,960,892.76)</u>
Operator Vacation	653,615.08	-	(653,615.08)
Operator Sick	453,584.67	-	(453,584.67)
Holiday	853,693.01	-	(853,693.01)
Operator FMLA or other leave	-	-	
03. Other Salaries and Wages (Non revenue vehicle operator personnel)	<u>9,760,251.05</u>	<u>10,872,223.92</u>	<u>1,111,972.87</u>
Dispatch	183,822.93	181,419.50	(2,403.43)
Operations Supervision	1,489,590.30	1,760,493.36	270,903.06
Maintenance	3,874,424.02	3,865,809.53	(8,614.49)
Administration	4,212,413.80	5,064,501.53	852,087.73
04. Other Paid Absences (Non revenue vehicle operator personnel)	<u>246,308.98</u>	<u>-</u>	<u>(246,308.98)</u>
Vacation	98,919.84	-	(98,919.84)
Sick	50,450.10	-	(50,450.10)
Holiday	94,468.16	-	(94,468.16)
FMLA or other leave	2,470.88	-	(2,470.88)
05. Fringe Benefits	<u>12,433,890.89</u>	<u>12,998,949.80</u>	<u>565,058.91</u>
Employment Taxes	2,155,959.80	2,182,589.92	26,630.12
Health and Welfare Expenses	4,873,906.79	5,932,024.69	1,058,117.90
Retirement Costs/Pension Plans	3,609,521.54	3,583,278.46	(26,243.08)
Workers Compensation	490,233.68	429,166.67	(61,067.01)
Other Fringe Benefits	1,304,269.08	871,890.05	(432,379.03)
5020. SERVICES	\$ 2,840,389.01	\$ 8,769,932.97	\$ 5,929,543.96
03. Professional and Technical Services	<u>1,875,589.41</u>	<u>7,705,892.80</u>	<u>5,830,303.39</u>
BRT Fare Collection and Security Services	-	-	-
Audit Fees	45,312.00	55,000.00	9,688.00
Legal Fees	36,162.10	125,000.00	88,837.90
Human Resources Consulting	44,892.16	53,985.80	9,093.64
Planning and Scheduling Consulting	1,308,741.02	5,868,907.00	4,560,165.98
Computer Consulting	627.50	5,000.00	4,372.50
Advertising and Promotion	439,854.63	1,598,000.00	1,158,145.37
05. Contract Maintenance Services	<u>705,411.46</u>	<u>710,547.50</u>	<u>5,136.04</u>
Vehicle Maintenance	-	-	-
Computer Maintenance	85,964.09	66,666.67	(19,297.42)
BRT Station Maintenance	154,345.10	169,133.33	14,788.23
Building Maintenance	465,102.27	474,747.50	9,645.23
09. Other Services	<u>259,388.14</u>	<u>353,492.67</u>	<u>94,104.53</u>
Advertising	36,797.46	19,166.67	(17,630.79)
Ad commission Lottery Updates	-	41,666.67	41,666.67
ADA Ride	62,840.36	61,426.67	(1,413.69)
Drug and Alcohol Testing	26,862.50	-	(26,862.50)
Medical Exam Testing	20,330.00	62,500.00	42,170.00
Misc	112,557.82	168,732.67	56,174.85
5030. MATERIALS AND SUPPLIES CONSUMED	\$ 5,652,034.61	\$ 8,137,788.33	\$ 2,485,753.72
01. Fuel and Lubricants	<u>1,300,561.91</u>	<u>2,576,129.20</u>	<u>1,275,567.29</u>
02. Tires and Tubes	<u>389,116.36</u>	<u>679,166.67</u>	<u>290,050.31</u>
09. Other Materials and Supplies	<u>3,962,356.34</u>	<u>4,882,492.47</u>	<u>920,136.13</u>
Vehicle Equip. and Parts Supplies (inc Cares Act)	2,578,840.72	3,133,395.80	554,555.08
Other Equipment and Supplies	620,562.35	655,416.67	34,854.32
Office Equipment	682,271.30	1,066,666.67	384,395.37
Admin. Supplies	80,681.97	27,013.33	(53,668.64)

**GRTC Transit System
Operating Expenses
Year to Date April 30, 2024**

	Total GRTC		
	Actual	Budget	Variance Fav / (Unfav)
5040. UTILITIES	\$ 650,434.02	\$ 839,692.50	\$ 189,258.48
Telecommunication	231,608.53	225,000.00	(6,608.53)
Utilities	418,825.49	614,692.50	195,867.01
5050. CASUALTIES AND LIABILITY COSTS	\$ 1,630,565.31	\$ 1,470,317.81	\$ (160,247.50)
General Liability	544,438.66	812,500.00	268,061.34
Auto Liability	48,866.99	43,100.00	(5,766.99)
Physical Damage	938,899.95	416,666.67	(522,233.28)
All Other	98,359.71	198,051.14	99,691.43
5060. TAXES	\$ -	\$ -	\$ -
5100. PURCHASED TRANSPORTATION SERVICE	\$ 7,138,017.52	\$ 6,380,290.83	\$ (757,726.69)
01. Purchased Transportation - SpecTran	<u>6,287,453.09</u>	<u>5,412,650.00</u>	<u>(874,803.09)</u>
02. Purchased Transportation VanPool	<u>850,564.43</u>	<u>967,640.83</u>	<u>117,076.40</u>
5090. MISCELLANEOUS EXPENSES	\$ 721,133.66	\$ 757,641.67	\$ 36,508.01
02. Travel and Meetings	<u>27,563.35</u>	<u>126,745.83</u>	<u>99,182.48</u>
08. Advertising/Promotion Media	<u>13,950.27</u>	<u>20,833.33</u>	<u>6,883.06</u>
09. Other Miscellaneous Expenses	<u>679,620.04</u>	<u>610,062.50</u>	<u>(69,557.54)</u>
5120. LEASES AND RENTALS	\$ -	\$ -	\$ -
5900 ADA Expenses	\$ -	\$ -	\$ -
Total Expenses	\$ 60,650,854.49	\$ 67,991,348.66	\$ 7,340,494.17
	100.00%	100.00%	

**GRTC Transit System
Operating Expenses
Year to Date April 30, 2024**

Vehicle Operations			
	Actual	Budget	Variance Fav / (Unfav)
Total Operating Costs			
5010. LABOR	\$ 30,180,436.00	\$ 28,672,481.81	\$ (1,507,954.19)
01. Operator Salaries and Wages	<u>17,616,936.68</u>	<u>17,764,510.84</u>	<u>147,574.16</u>
02. Operator's Paid Absences	<u>1,960,892.76</u>	<u>-</u>	<u>(1,960,892.76)</u>
Operator Vacation	653,615.08	-	(653,615.08)
Operator Sick	453,584.67	-	(453,584.67)
Holiday	853,693.01	-	(853,693.01)
Operator FMLA or other leave	-	-	-
03. Other Salaries and Wages (Non revenue vehicle operator personnel)	<u>1,673,413.23</u>	<u>1,941,912.86</u>	<u>268,499.63</u>
Dispatch	183,822.93	181,419.50	(2,403.43)
Operations Supervision	1,489,590.30	1,760,493.36	270,903.06
Maintenance	-	-	-
Administration	-	-	-
04. Other Paid Absences (Non revenue vehicle operator personnel)	<u>-</u>	<u>-</u>	<u>-</u>
Vacation	-	-	-
Sick	-	-	-
Holiday	-	-	-
FMLA or other leave	-	-	-
05. Fringe Benefits	<u>8,929,193.33</u>	<u>8,966,058.10</u>	<u>36,864.78</u>
Employment Taxes	1,519,119.47	1,501,953.42	(17,166.05)
Health and Welfare Expenses	3,434,222.99	4,082,134.12	647,911.13
Retirement Costs/Pension Plans	2,694,330.02	2,484,500.60	(209,829.42)
Workers Compensation	345,425.52	295,331.86	(50,093.66)
Other Fringe Benefits	936,095.33	602,138.10	(333,957.23)
5020. SERVICES	\$ 47,192.50	\$ 62,500.00	\$ 15,307.50
03. Professional and Technical Services	<u>-</u>	<u>-</u>	<u>-</u>
BRT Fare Collection and Security Services	-	-	-
Audit Fees	-	-	-
Legal Fees	-	-	-
Human Resources Consulting	-	-	-
Planning and Scheduling Consulting	-	-	-
Computer Consulting	-	-	-
Advertising and Promotion	-	-	-
05. Contract Maintenance Services	<u>-</u>	<u>-</u>	<u>-</u>
Vehicle Maintenance	-	-	-
Computer Maintenance	-	-	-
BRT Station Maintenance	-	-	-
Building Maintenance	-	-	-
09. Other Services	<u>47,192.50</u>	<u>62,500.00</u>	<u>15,307.50</u>
Advertising	-	-	-
Ad commission Lottery Updates	-	-	-
ADA Ride	-	-	-
Drug and Alcohol Testing	26,862.50	-	(26,862.50)
Medical Exam Testing	20,330.00	62,500.00	42,170.00
Misc	-	-	-
5030. MATERIALS AND SUPPLIES CONSUMED	\$ 1,611,156.72	\$ 3,181,554.75	\$ 1,570,398.03
01. Fuel and Lubricants	<u>1,222,040.36</u>	<u>2,502,388.08</u>	<u>1,280,347.72</u>
02. Tires and Tubes	<u>389,116.36</u>	<u>679,166.67</u>	<u>290,050.31</u>
09. Other Materials and Supplies	<u>-</u>	<u>-</u>	<u>-</u>
Vehicle Equip. and Parts Supplies (inc Cares Act)	-	-	-
Other Equipment and Supplies	-	-	-
Office Equipment	-	-	-
Admin. Supplies	-	-	-

**GRTC Transit System
Operating Expenses
Year to Date April 30, 2024**

	Vehicle Operations		
	Actual	Budget	Variance Fav / (Unfav)
5040. UTILITIES	\$ -	\$ -	\$ -
Telecommunication			-
Utilities			-
5050. CASUALTIES AND LIABILITY COSTS	\$ -	\$ -	\$ -
General Liability			-
Auto Liability			-
Physical Damage			-
All Other			-
5060. TAXES	\$ -	\$ -	\$ -
5100. PURCHASED TRANSPORTATION SERVICE	\$ 7,138,017.52	\$ 6,380,290.83	\$ (757,726.69)
01. Purchased Transportation - SpecTran	<u>6,287,453.09</u>	<u>5,412,650.00</u>	<u>(874,803.09)</u>
02. Purchased Transportation VanPool	<u>850,564.43</u>	<u>967,640.83</u>	<u>117,076.40</u>
5090. MISCELLANEOUS EXPENSES	\$ 109,971.61	\$ 83,333.33	\$ (26,638.28)
02. Travel and Meetings			-
08. Advertising/Promotion Media			-
09. Other Miscellaneous Expenses	<u>109,971.61</u>	<u>83,333.33</u>	<u>(26,638.28)</u>
5120. LEASES AND RENTALS			\$ -
5900 ADA Expenses			\$ -
Total Expenses	\$ 39,086,774.35	\$ 38,380,160.72	\$ (706,613.62)
	64.45%	56.45%	

**GRTC Transit System
Operating Expenses
Year to Date April 30, 2024**

Vehicle Maintenance			
	Actual	Budget	Variance Fav / (Unfav)
Total Operating Costs			
5010. LABOR	\$ 4,692,533.89	\$ 4,128,174.91	\$ (564,358.98)
01. Operator Salaries and Wages			-
02. Operator's Paid Absences	-	-	-
Operator Vacation			-
Operator Sick			-
Holiday			-
Operator FMLA or other leave			
03. Other Salaries and Wages (Non revenue vehicle operator personnel)	<u>3,085,332.47</u>	<u>2,757,560.22</u>	<u>(327,772.25)</u>
Dispatch			-
Operations Supervision			-
Maintenance	3,085,332.47	2,757,560.22	(327,772.25)
Administration			-
04. Other Paid Absences (Non revenue vehicle operator personnel)	<u>163,608.91</u>	<u>-</u>	<u>(163,608.91)</u>
Vacation	74,800.24	-	(74,800.24)
Sick	24,032.99	-	(24,032.99)
Holiday	64,085.28	-	(64,085.28)
FMLA or other leave	690.40	-	(690.40)
05. Fringe Benefits	<u>1,443,592.51</u>	<u>1,370,614.70</u>	<u>(72,977.81)</u>
Employment Taxes	242,970.64	210,171.42	(32,799.22)
Health and Welfare Expenses	549,275.66	571,221.38	21,945.72
Retirement Costs/Pension Plans	432,367.98	426,294.98	(6,073.00)
Workers Compensation	55,247.96	41,326.39	(13,921.57)
Other Fringe Benefits	163,730.27	121,600.53	(42,129.74)
5020. SERVICES	\$ -	\$ -	\$ -
03. Professional and Technical Services	-	-	-
BRT Fare Collection and Security Services			-
Audit Fees			-
Legal Fees			-
Human Resources Consulting			-
Planning and Scheduling Consulting			-
Computer Consulting			-
Advertising and Promotion			-
05. Contract Maintenance Services	-	-	-
Vehicle Maintenance			-
Computer Maintenance			-
BRT Station Maintenance			-
Building Maintenance			-
09. Other Services	-	-	-
Advertising			-
Ad commission Lottery Updates			-
ADA Ride			-
Drug and Alcohol Testing			-
Medical Exam Testing			-
Misc			-
5030. MATERIALS AND SUPPLIES CONSUMED	\$ 2,501,012.80	\$ 3,207,136.92	\$ 706,124.12
01. Fuel and Lubricants	<u>74,090.30</u>	<u>73,741.12</u>	<u>(349.18)</u>
02. Tires and Tubes			-
09. Other Materials and Supplies	<u>2,426,922.50</u>	<u>3,133,395.80</u>	<u>706,473.30</u>
Vehicle Equip. and Parts Supplies (inc Cares Act)	2,426,922.50	3,133,395.80	706,473.30
Other Equipment and Supplies			-
Office Equipment			-
Admin. Supplies			-

**GRTC Transit System
Operating Expenses
Year to Date April 30, 2024**

	Vehicle Maintenance		
	Actual	Budget	Variance Fav / (Unfav)
5040. UTILITIES	\$ -	\$ -	\$ -
Telecommunication			-
Utilities			-
5050. CASUALTIES AND LIABILITY COSTS	\$ -	\$ -	\$ -
General Liability			-
Auto Liability			-
Physical Damage			-
All Other	-	-	-
5060. TAXES			\$ -
5100. PURCHASED TRANSPORTATION SERVICE	\$ -	\$ -	\$ -
01. Purchased Transportation - SpecTran			-
02. Purchased Transportation VanPool			-
5090. MISCELLANEOUS EXPENSES	\$ -	\$ -	\$ -
02. Travel and Meetings			-
08. Advertising/Promotion Media			-
09. Other Miscellaneous Expenses			-
5120. LEASES AND RENTALS	\$ -	\$ -	\$ -
5900 ADA Expenses	\$ -	\$ -	\$ -
Total Expenses	\$ 7,193,546.69	\$ 7,335,311.83	\$ 141,765.14
	11.86%	10.79%	

**GRTC Transit System
Operating Expenses
Year to Date April 30, 2024**

	Facility Maintenance		
	Actual	Budget	Variance Fav / (Unfav)
Total Operating Costs			
5010. LABOR	\$ 1,121,116.34	\$ 1,465,494.90	\$ 344,378.56
01. Operator Salaries and Wages			-
02. Operator's Paid Absences	-	-	-
Operator Vacation			-
Operator Sick			-
Holiday			-
Operator FMLA or other leave			
03. Other Salaries and Wages (Non revenue vehicle operator personnel)	<u>789,091.55</u>	<u>1,108,249.32</u>	<u>319,157.77</u>
Dispatch			-
Operations Supervision			-
Maintenance	789,091.55	1,108,249.32	319,157.77
Administration			-
04. Other Paid Absences (Non revenue vehicle operator personnel)	<u>82,700.07</u>	<u>-</u>	<u>(82,700.07)</u>
Vacation	24,119.60	-	(24,119.60)
Sick	26,417.11	-	(26,417.11)
Holiday	30,382.88	-	(30,382.88)
FMLA or other leave	1,780.48	-	(1,780.48)
05. Fringe Benefits	<u>249,324.72</u>	<u>357,245.58</u>	<u>107,920.86</u>
Employment Taxes	62,141.14	84,466.82	22,325.68
Health and Welfare Expenses	140,480.41	229,570.95	89,090.53
Retirement Costs/Pension Plans	317.97	-	(317.97)
Workers Compensation	14,129.99	16,608.87	2,478.88
Other Fringe Benefits	32,255.21	26,598.95	(5,656.26)
5020. SERVICES	\$ 619,447.37	\$ 643,880.83	\$ 24,433.46
03. Professional and Technical Services	-	-	-
BRT Fare Collection and Security Services			-
Audit Fees			-
Legal Fees			-
Human Resources Consulting			-
Planning and Scheduling Consulting			-
Computer Consulting			-
Advertising and Promotion			-
05. Contract Maintenance Services	<u>619,447.37</u>	<u>643,880.83</u>	<u>24,433.46</u>
Vehicle Maintenance			-
Computer Maintenance			-
BRT Station Maintenance	154,345.10	169,133.33	14,788.23
Building Maintenance	465,102.27	474,747.50	9,645.23
09. Other Services	-	-	-
Advertising			-
Ad commission Lottery Updates			-
ADA Ride			-
Drug and Alcohol Testing			-
Medical Exam Testing			-
Misc			-
5030. MATERIALS AND SUPPLIES CONSUMED	\$ 236,932.60	\$ 267,083.33	\$ 30,150.73
01. Fuel and Lubricants			-
02. Tires and Tubes			-
09. Other Materials and Supplies	<u>236,932.60</u>	<u>267,083.33</u>	<u>30,150.73</u>
Vehicle Equip. and Parts Supplies (inc Cares Act)			-
Other Equipment and Supplies	236,932.60	267,083.33	30,150.73
Office Equipment			-
Admin. Supplies			-

**GRTC Transit System
Operating Expenses
Year to Date April 30, 2024**

	Facility Maintenance		
	Actual	Budget	Variance Fav / (Unfav)
5040. UTILITIES	\$ -	\$ -	\$ -
Telecommunication			-
Utilities			-
5050. CASUALTIES AND LIABILITY COSTS	\$ -	\$ -	\$ -
General Liability			-
Auto Liability			-
Physical Damage			-
All Other			-
5060. TAXES			\$ -
5100. PURCHASED TRANSPORTATION SERVICE	\$ -	\$ -	\$ -
01. Purchased Transportation - SpecTran			-
02. Purchased Transportation VanPool			-
5090. MISCELLANEOUS EXPENSES	\$ -	\$ -	\$ -
02. Travel and Meetings			-
08. Advertising/Promotion Media			-
09. Other Miscellaneous Expenses			-
5120. LEASES AND RENTALS	\$ -	\$ -	\$ -
5900 ADA Expenses	\$ -	\$ -	\$ -
Total Expenses	\$ 1,977,496.31	\$ 2,376,459.06	\$ 398,962.76
	3.26%	3.50%	

**GRTC Transit System
Operating Expenses
Year to Date April 30, 2024**

	General Administration		
	Actual	Budget	Variance Fav / (Unfav)
Total Operating Costs			
5010. LABOR	\$ 6,024,194.13	\$ 7,369,532.94	\$ 1,345,338.80
01. Operator Salaries and Wages			-
02. Operator's Paid Absences	-	-	-
Operator Vacation			-
Operator Sick			-
Holiday			-
Operator FMLA or other leave			-
03. Other Salaries and Wages (Non revenue vehicle operator personnel)	4,212,413.80	5,064,501.53	852,087.73
Dispatch			-
Operations Supervision			-
Maintenance			-
Administration	4,212,413.80	5,064,501.53	852,087.73
04. Other Paid Absences (Non revenue vehicle operator personnel)	-	-	-
Vacation			-
Sick			-
Holiday			-
FMLA or other leave			-
05. Fringe Benefits	1,811,780.33	2,305,031.41	493,251.08
Employment Taxes	331,728.55	385,998.27	54,269.72
Health and Welfare Expenses	749,927.73	1,049,098.24	299,170.51
Retirement Costs/Pension Plans	482,505.58	672,482.88	189,977.30
Workers Compensation	75,430.21	75,899.55	469.33
Other Fringe Benefits	172,188.27	121,552.47	(50,635.79)
5020. SERVICES	\$ 2,173,749.14	\$ 8,063,552.13	\$ 5,889,802.99
03. Professional and Technical Services	1,875,589.41	7,705,892.80	5,830,303.39
BRT Fare Collection and Security Services	-	-	-
Audit Fees	45,312.00	55,000.00	9,688.00
Legal Fees	36,162.10	125,000.00	88,837.90
Human Resources Consulting	44,892.16	53,985.80	9,093.64
Planning and Scheduling Consulting	1,308,741.02	5,868,907.00	4,560,165.98
Computer Consulting	627.50	5,000.00	4,372.50
Advertising and Promotion	439,854.63	1,598,000.00	1,158,145.37
05. Contract Maintenance Services	85,964.09	66,666.67	(19,297.42)
Vehicle Maintenance			-
Computer Maintenance	85,964.09	66,666.67	(19,297.42)
BRT Station Maintenance			-
Building Maintenance			-
09. Other Services	212,195.64	290,992.67	78,797.03
Advertising	36,797.46	19,166.67	(17,630.79)
Ad commission Lottery Updates	-	41,666.67	41,666.67
ADA Ride	62,840.36	61,426.67	(1,413.69)
Drug and Alcohol Testing			-
Medical Exam Testing			-
Misc	112,557.82	168,732.67	56,174.85
5030. MATERIALS AND SUPPLIES CONSUMED	\$ 1,302,932.49	\$ 1,482,013.33	\$ 179,080.84
01. Fuel and Lubricants	4,431.25	-	(4,431.25)
02. Tires and Tubes	-	-	-
09. Other Materials and Supplies	1,298,501.24	1,482,013.33	183,512.09
Vehicle Equip. and Parts Supplies (inc Cares Act)	151,918.22	-	(151,918.22)
Other Equipment and Supplies	383,629.75	388,333.33	4,703.58
Office Equipment	682,271.30	1,066,666.67	384,395.37
Admin. Supplies	80,681.97	27,013.33	(53,668.64)

**GRTC Transit System
Operating Expenses
Year to Date April 30, 2024**

	General Administration		
	Actual	Budget	Variance Fav / (Unfav)
5040. UTILITIES	\$ 650,434.02	\$ 839,692.50	\$ 189,258.48
Telecommunication	231,608.53	225,000.00	(6,608.53)
Utilities	418,825.49	614,692.50	195,867.01
5050. CASUALTIES AND LIABILITY COSTS	\$ 1,630,565.31	\$ 1,470,317.81	\$ (160,247.50)
General Liability	544,438.66	812,500.00	268,061.34
Auto Liability	48,866.99	43,100.00	(5,766.99)
Physical Damage	938,899.95	416,666.67	(522,233.28)
All Other	98,359.71	198,051.14	99,691.43
5060. TAXES	\$ -	\$ -	\$ -
5100. PURCHASED TRANSPORTATION SERVICE	\$ -	\$ -	\$ -
01. Purchased Transportation - SpecTran			-
02. Purchased Transportation VanPool			-
5090. MISCELLANEOUS EXPENSES	\$ 611,162.05	\$ 674,308.33	\$ 63,146.28
02. Travel and Meetings	27,563.35	126,745.83	99,182.48
08. Advertising/Promotion Media	13,950.27	20,833.33	6,883.06
09. Other Miscellaneous Expenses	569,648.43	526,729.17	(42,919.26)
5120. LEASES AND RENTALS	\$ -	\$ -	\$ -
5900 ADA Expenses	-	-	-
Total Expenses	\$ 12,393,037.14	\$ 19,899,417.04	\$ 7,506,379.90
	20.43%	29.27%	

GRTC Transit System Year to Date April 30, 2024

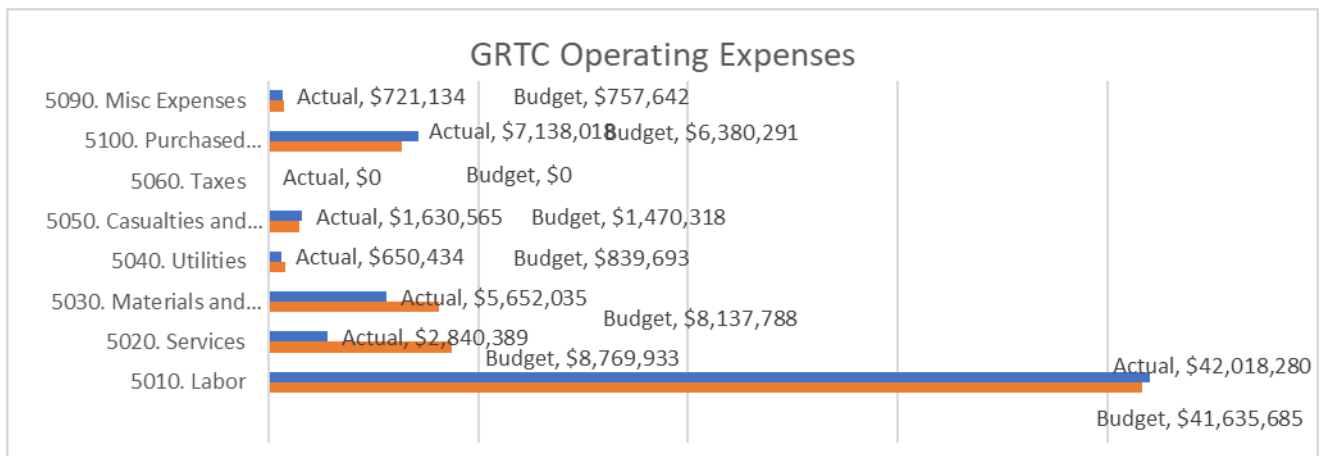
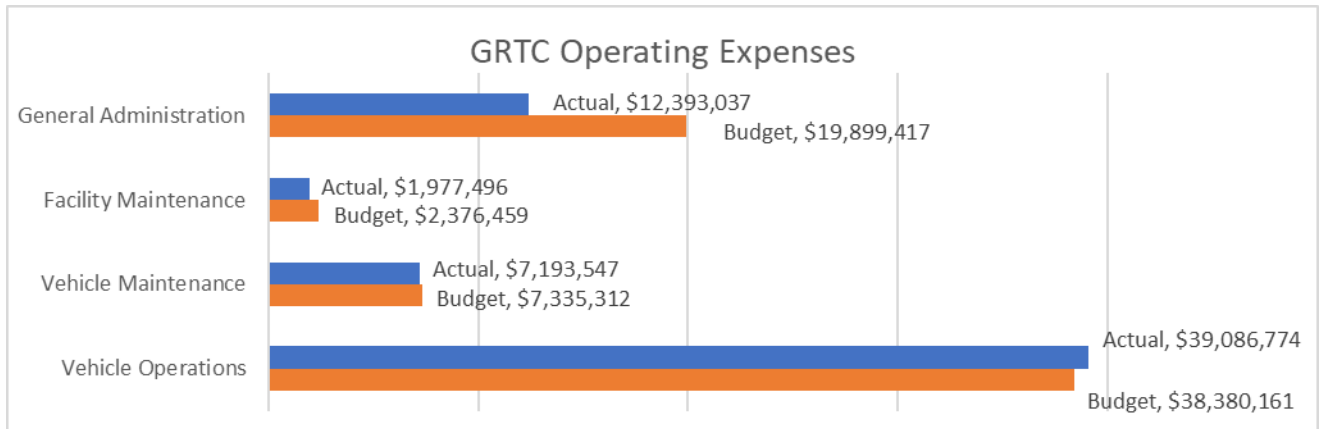
Operating Expenses

	Budget	Actual	(Over) Under	% of Budget
Vehicle Operations	\$ 38,380,160.72	\$ 39,086,774.35	\$ (706,613.62)	101.84%
Vehicle Maintenance	7,335,311.83	7,193,546.69	141,765.14	98.07%
Facility Maintenance	2,376,459.06	1,977,496.31	398,962.76	83.21%
General Administration	19,899,417.04	12,393,037.14	7,506,379.90	62.28%
Total GRTC	\$ 67,991,348.66	\$ 60,650,854.49	\$ 7,340,494.17	89.20%

	Budget	Actual	(Over) Under	% of Budget
5010. Labor	\$ 41,635,684.56	\$ 42,018,280.36	\$ (382,595.80)	100.92%
5020. Services	8,769,932.97	2,840,389.01	5,929,543.96	32.39%
5030. Materials and Supplies Consumed	8,137,788.33	5,652,034.61	2,485,753.72	69.45%
5040. Utilities	839,692.50	650,434.02	189,258.48	77.46%
5050. Casualties and Liability Costs	1,470,317.81	1,630,565.31	(160,247.50)	110.90%
5060. Taxes	-	-	-	0.00%
5100. Purchased Transportation Service	6,380,290.83	7,138,017.52	(757,726.69)	111.88%
5090. Misc Expenses	757,641.67	721,133.66	36,508.01	95.18%
Total GRTC	\$ 67,991,348.66	\$ 60,650,854.49	\$ 7,340,494.17	89.20%

Total Fleet Service Miles	4,924,946.60	4,886,571.19
Operating Expense per Mile	\$ 13.81	\$ 12.41

Total Fleet Service Hours	432,455.45	429,566.23
Operating Expense per Hour	\$ 157.22	\$ 141.19



Operating Expenses are favorable versus budget by \$7.341M or 10.80% as a result of:

- Unfavorable labor expenses of \$382.596k due to higher than budgeted headcount in Operations due to the number of trainees on staff and higher than budgeted overtime in Maintenance offset by higher than budgeted vacancy factor in the general and administrative groups.
- Favorable purchased services of \$5.930M due to the timing of consulting services versus budget.
- Favorable materials and supplies of \$2.486M due to timing of purchases versus budget assumptions.
- Favorable Utilities expenses of \$189.258k due to corrections to the GRTC water and gas consumption/rates issued by Richmond DPU.
- Unfavorable casualties and liability expense of \$160.248k is due to the booking of self-insured provision charge for FY2024 claims.
- Unfavorable purchased transportation services of \$757.727k due to actual demand differing from budgetary assumptions for CARE and CARE on demand services.
- Favorable Miscellaneous expense of \$36.508k due to timing of travel expense versus budget.

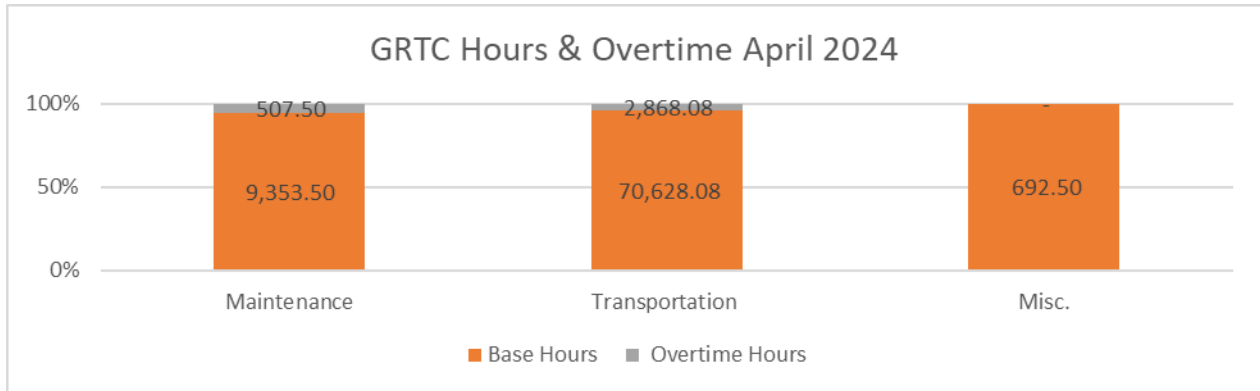
<u>Operating Expense per Mile</u>	Budget	Actual
Vehicle Operations	\$ 7.79	\$ 8.00
Vehicle Maintenance	1.49	1.47
Facility Maintenance	0.48	0.40
General Administration	4.04	2.54
Total GRTC	\$ 13.81	\$ 12.41

<u>Operating Expense per Mile</u>	Budget	Actual
5010. Labor	\$ 8.45	\$ 8.60
5020. Services	1.78	0.58
5030. Materials and Supplies Consumed	1.65	1.16
5040. Utilities	0.17	0.13
5050. Casualties and Liability Costs	0.30	0.33
5060. Taxes	-	-
5100. Purchased Transportation Service	1.30	1.46
5090. Misc Expenses	0.15	0.15
Total GRTC	\$ 13.81	\$ 12.41

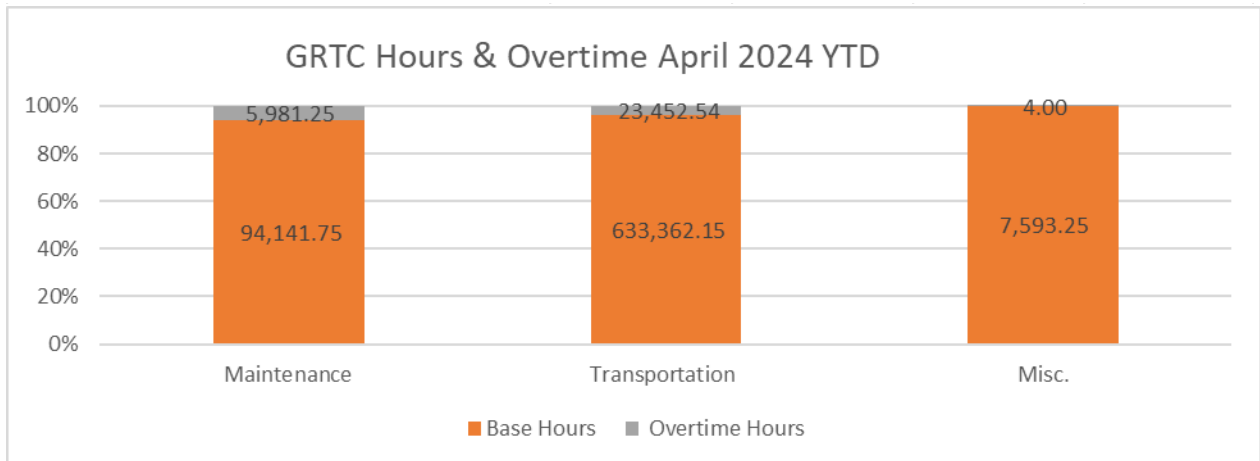
<u>Operating Expense per Hour</u>	Budget	Actual
Vehicle Operations	\$ 88.75	\$ 90.99
Vehicle Maintenance	16.96	16.75
Facility Maintenance	5.50	4.60
General Administration	46.01	28.85
Total GRTC	\$ 157.22	\$ 141.19

<u>Operating Expense per Hour</u>	Budget	Actual
5010. Labor	\$ 96.28	\$ 97.82
5020. Services	20.28	6.61
5030. Materials and Supplies Consumed	18.82	13.16
5040. Utilities	1.94	1.51
5050. Casualties and Liability Costs	3.40	3.80
5060. Taxes	-	-
5100. Purchased Transportation Service	14.75	16.62
5090. Misc Expenses	1.75	1.68
Total GRTC	\$ 157.22	\$ 141.19

GRTC Headcount @ April 30, 2024	Budget	Actual	(Over) Under	% of Budget
Equipment & Facility Maintenance	72	75	(3)	104.17%
Transportation	362	371	(9)	102.49%
Planning, Scheduling & Marketing	20	13	7	65.00%
Insurance & Safety	10	11	(1)	110.00%
General & Administrative	60	49	11	81.67%
Reflects Actual Total Heads (Not FTEs)	524	519	5	99.05%



GRTC Hours & Overtime (3/23/24-4/20/2024)	Total Hours	Base Hours	Overtime Hours	OT %
Maintenance	9,861.00	9,353.50	507.50	5.43%
Transportation	73,496.16	70,628.08	2,868.08	4.06%
Misc.	692.50	692.50	-	0.00%
	84,049.66	80,674.08	3,375.58	4.18%



GRTC Hours & Overtime (7/2/23-4/20/2024)	Total Hours	Base Hours	Overtime Hours	OT %
Maintenance	100,123.00	94,141.75	5,981.25	6.35%
Transportation	656,814.69	633,362.15	23,452.54	3.70%
Misc.	7,597.25	7,593.25	4.00	0.05%
	764,534.94	735,097.15	29,437.79	4.00%

GRTC Transit System
STATEMENT OF INCOME
BUDGET VS. ACTUAL
For the Ten Months Ending April 30, 2024

	Current Month			Fav/ (Unfav)	Year To Date			Fav/ (Unfav)	FY 2024 Annual Budget
	Budget	Actual	Difference		Budget	Actual	Difference		
Operating Revenue:									
Customer Revenue - Fixed Route	\$ -	\$ -	\$ -	F	\$ -	\$ -	\$ -	F	\$ -
Pass Program Revenue	100,000	100,000	-	F	1,012,409	1,011,409	(1,000)	U	1,212,409
Charter Revenue	-	-	-	F	-	45,329	45,329	F	-
Advertising Revenue	87,833	-	(87,833)	U	429,333	3,250	(426,083)	U	605,000
Other Operating Revenue	-	-	-	F	-	-	-	F	-
Total Operating Revenue	\$ 187,833	\$ 100,000	\$ (87,833)	U	\$ 1,441,742	\$ 1,059,988	\$ (381,754)	U	\$ 1,817,409
Other Income:									
Ridefinders	39,690	27,137	(12,553)	U	436,593	369,787	(66,806)	U	515,974
Interest Income	41,667	87,473	45,806	F	416,667	924,402	507,736	F	500,000
Non-Transportation Income	417	-	(417)	U	4,167	2,504	(1,663)	U	5,000
Total Other Income	\$ 81,774	\$ 114,610	\$ 32,836	F	\$ 857,427	\$ 1,296,693	\$ 439,266	F	\$ 1,020,974
Operating Contributions:									
COVID Relief Acts VA2020-023	222,166	2,258,645	2,036,478	F	1,319,841	8,292,285	6,972,444	F	1,764,174
FFCRA Credit	-	-	-	F	-	-	-	F	-
Oper contrib - Federal	1,267,175	48,400	(1,218,775)	U	10,824,389	4,134,140	(6,690,249)	U	13,379,153
Oper contrib - State	2,344,946	1,705,056	(639,891)	U	20,138,006	17,912,291	(2,225,715)	U	24,827,905
Oper contrib - CVTA	1,909,504	1,909,504	0	F	19,095,042	19,095,042	0	F	22,914,050
Oper contrib - Richmond	734,555	758,453	23,898	F	7,345,554	7,952,704	607,150	F	8,814,665
Oper contrib - Henrico	352,745	353,303	559	F	3,527,446	3,791,540	264,094	F	4,232,935
Oper contrib - Petersburg	16,667	16,667	0	F	166,667	166,667	0	F	200,000
Oper contrib - Chesterfield	21,157	312,346	291,189	F	1,202,675	1,143,909	(58,766)	U	1,244,989
Oper Contrib Local	-	-	-	F	-	14,436	14,436	F	-
Oper contrib - GRTC Fund Balance	141,344	-	(141,344)	U	1,413,441	-	(1,413,441)	U	1,696,129
Total Operating Contributions:	\$ 7,010,260	\$ 7,362,374	\$ 352,114	F	\$ 65,033,060	\$ 62,503,013	\$ (2,530,047)	U	\$ 79,074,000
Net Operating Revenue	\$ 7,279,867	\$ 7,576,983	\$ 297,117	F	\$ 67,332,229	\$ 64,859,695	\$ (2,472,535)	U	\$ 81,912,383
Operating Expenses:									
Equipment & Facility Maintenance	1,267,994	1,053,498	(214,497)	F	12,788,551	10,619,422	(2,169,128)	F	15,352,868
Transportation	2,228,095	2,416,929	188,834	U	22,570,545	24,359,657	1,789,112	U	27,099,134
Planning, Scheduling & Marketing	1,006,290	131,205	(875,085)	F	8,647,093	2,796,285	(5,850,808)	F	10,663,128
Insurance and Safety	256,766	263,795	7,029	U	2,543,340	2,746,828	203,488	U	3,051,314
General and Administrative	1,260,468	1,041,991	(218,476)	F	12,873,106	10,834,613	(2,038,493)	F	15,462,045
Purchase of Service - Spectran & Van Pool	638,029	780,850	142,821	U	6,380,291	7,138,018	757,727	U	7,656,349
Operating Taxes and Licenses	215,970	211,109	(4,862)	F	2,188,423	2,156,032	(32,391)	F	2,627,544
Total Operating Expenses	\$ 6,873,613	\$ 5,899,377	\$ (974,236)	F	\$ 67,991,349	\$ 60,650,854	\$ (7,340,494)	F	\$ 81,912,383
Change in Net Postion	\$ 406,254	\$ 1,677,606	\$ 1,271,352	F	\$ (659,119)	\$ 4,208,840	\$ 4,867,959	F	\$ (0)
Operating Ratio	9.60%	15.19%	63.59%		10.58%	11.73%	1.15%		
Farebox Recovery Ratio	1.60%	1.95%	0.35%		1.64%	1.89%	0.25%		

**GRTC Transit System
Balance Sheet
As of April 30, 2024**

	Current Month April 30, 2024	Prior Month March 31, 2024	Prior Year End June 30, 2023
ASSETS			
Current Assets:			
Cash	\$8,259,890	\$6,352,027	\$12,067,738
Working Funds	64,522	64,522	118,181
Capital Funds	7,115,742	7,072,053	6,451,925
Accounts Receivable, net	12,644,357	7,246,426	5,349,811
Motor Bus Parts Inventory	1,194,144	1,123,793	1,014,500
Gasoline Inventory	5,359	12,632	4,715
Diesel Fuels Inventory	27,670	36,196	61,056
Lubricants Inventory	37,249	47,997	39,951
Prepayments	<u>739,201</u>	<u>612,868</u>	<u>357,055</u>
Total Current Assets	\$30,088,134	\$22,568,513	\$25,464,932
Tangible Property:			
Property and Equipment	179,993,630	177,280,518	167,016,265
Accumulated Depreciation	<u>(100,771,917)</u>	<u>(100,371,917)</u>	<u>(96,771,917)</u>
Net Property	\$79,221,713	\$76,908,601	\$70,244,348
Other Assets:			
Restricted Funds (LGIP)	8,492,752	8,492,752	8,492,752
Restricted Funds (CVTA Special Fund)	41,299,759	41,791,681	36,106,151
Intangible Asset - Software, net of amortization	3,994,474	3,885,567	3,692,135
Right of Use Asset	94,423	94,423	94,423
Deferred Outflows GASB 68	29,977,146	29,977,146	29,977,146
Deferred Outflows GASB 75	<u>-</u>	<u>-</u>	<u>-</u>
Total Other Assets	<u>83,858,553</u>	<u>84,241,568</u>	<u>78,362,607</u>
TOTAL ASSETS	<u>\$193,168,401</u>	<u>\$183,718,683</u>	<u>\$174,071,887</u>
LIABILITIES AND CAPITAL			
Current Liabilities:			
Accounts Payable	5,677,443	6,992,251	6,027,435
Wages Payable	1,674,909	1,820,674	2,366,311
Taxes Accrued	40,549	53,630	93,068
Deferred Revenues CVTA	44,255,758	41,335,091	35,155,297
Other Current Liabilities	<u>1,541,775</u>	<u>55,770</u>	<u>597,434</u>
Total Current Liabilities	\$53,190,433	\$50,257,415	\$44,239,545
Non-current Liabilities:			
N/P City, OPEB and GASB 68	\$ 93,017,327	\$ 93,017,327	\$ 93,017,327
Reserves:			
Injuries, Loss, and Damage	<u>1,140,800</u>	<u>1,140,800</u>	<u>621,450</u>
Total Reserves	<u>\$1,140,800</u>	<u>\$1,140,800</u>	<u>\$621,450</u>
TOTAL LIABILITIES	147,348,561	144,415,542	137,878,322
Capital:			
Common Stock	50,005	50,005	50,005
Paid-In Capital	123,300,010	119,654,062	121,129,047
Fund Balance - Accumulated Depreciation	(95,404,669)	(95,004,669)	(91,404,669)
Fund Balance - GASB 68	(36,089,951)	(36,089,951)	(36,089,951)
Fund Balance	<u>53,964,445</u>	<u>50,693,694</u>	<u>42,509,133</u>
Total Capital	\$ 64,458,198,840	\$ 39,303,141	\$ 36,193,565
TOTAL LIABILITIES AND CAPITAL	<u>\$ 193,168,401</u>	<u>\$ 183,718,683</u>	<u>\$ 174,071,887</u>

**Greater Richmond Transit Company
Cash Flow Projection
June 18, 2024**

	Actual										Expected		
	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24
Beginning Balance	\$ 7,984,254	\$ 10,329,366	\$ 4,965,018	\$ 2,121,781	\$ 4,737,173	\$ 3,868,280	\$ 1,352,766	\$ 6,331,061	\$ 1,587,675	\$ 1,748,479	\$ 4,486,813	\$ 2,341,039	\$ 2,155,038
Revenue													
Advertising Revenue	-	-	-	-	-	-	-	-	-	-	-	-	-
CVTA	5,728,513	-	-	5,728,513	-	-	5,728,513	-	-	5,728,513	-	-	6,136,761
Federal	-	-	2,418,712	1,313,857	2,547,732	1,447,857	1,942,803	-	3,892,956	2,983,763	460,880	10,117,818	-
State	-	-	-	-	-	-	-	-	-	-	-	-	-
Operating Assistance	1,459,189	1,459,189	1,459,189	1,459,189	1,459,189	1,459,189	1,459,189	1,459,189	1,459,189	1,459,189	1,520,993	1,459,189	1,689,179
Capital	261,692	-	-	646,143	655,749	-	-	-	25,065	1,088,496	365,870	1,650,000	3,200,000
Zero Fare	-	-	-	-	-	-	-	-	-	-	-	-	2,500,000
Local - Chesterfield	63,471	-	-	63,471	-	-	63,471	-	-	365,372	553,101	291,025	150,000
LOCAL - COR	-	250,000	-	-	-	4,502,730	2,251,365	-	-	-	2,156,485	95,000	-
LOCAL - HNCO	1,047,382	-	1,058,234	1,058,234	-	-	-	-	1,058,234	-	1,058,234	-	-
LOCAL - Peterburg	16,667	16,667	16,667	-	33,333	16,667	-	16,667	33,334	16,667	-	16,667	16,667
LOCAL - Bon Secours	-	-	-	-	-	-	-	-	-	-	-	-	-
Ridefinders	37,764	38,736	38,031	57,222	38,421	38,462	37,771	30,560	26,788	40,657	27,137	41,000	45,000
Other Income	29,812	90,449	81,906	33,682	14,858	46,025	60,120	48,987	38,634	43,370	11,597	45,000	45,000
VCU	-	600,000	-	-	-	-	600,000	-	-	-	-	-	-
	\$ 8,644,489	\$ 2,455,040	\$ 5,072,738	\$ 10,360,310	\$ 4,749,282	\$ 7,510,930	\$ 12,143,232	\$ 1,555,403	\$ 6,534,200	\$ 11,726,026	\$ 6,154,297	\$ 13,715,699	\$ 13,782,607
Expenses													
Wages & Benefits	3,509,863	4,749,065	4,171,605	4,199,838	3,291,109	4,634,428	4,540,307	4,529,290	4,167,385	4,324,894	3,958,020	4,359,054	4,313,158
SGR / Maintenance	568,592	274,508	274,558	311,899	249,476	130,905	300,771	122,493	105,983	308,024	151,492	186,611	195,896
Materials and Supplies	382,242	366,225	235,201	232,773	370,655	379,241	206,145	235,927	318,818	670,978	421,068	372,029	370,827
Casualty & Insurance	297,877	310,669	17,645	(33,150)	136,235	236,023	250,759	131,891	147,808	257,150	98,719	187,058	178,898
Services	341,400	425,786	286,682	764,730	436,714	394,570	584,803	226,773	244,585	223,504	135,784	301,670	286,186
Purchased Services	653,060	68,794	666,882	647,733	698,372	1,241,306	747,175	742,183	798,495	1,392,095	789,096	951,725	903,461
Utilities	74,149	165,795	59,212	87,969	106,868	170,314	142,554	88,098	21,740	96,259	84,835	100,633	89,020
Travel & Training	7,363	5,715	3,739	12,574	1,848	849	4,184	4,514	4,514	3,651	255	2,995	3,352
Miscellaneous	27,869	6,978	4,711	5,292	12,947	46,041	15,265	20,321	24,068	3,255	29,143	23,015	19,178
Capital	436,961	1,445,853	2,195,741	1,515,262	313,951	2,792,768	372,974	197,299	540,000	1,707,881	2,631,659	7,416,909	500,000
	\$ 6,299,377	\$ 7,819,388	\$ 7,915,975	\$ 7,744,918	\$ 5,618,174	\$ 10,026,444	\$ 7,164,937	\$ 6,298,789	\$ 6,373,395	\$ 8,987,693	\$ 8,300,071	\$ 13,901,700	\$ 6,859,977
Cash Position	\$ 10,329,366	\$ 4,965,018	\$ 2,121,781	\$ 4,737,173	\$ 3,868,280	\$ 1,352,766	\$ 6,331,061	\$ 1,587,675	\$ 1,748,479	\$ 4,486,813	\$ 2,341,039	\$ 2,155,038	\$ 9,077,668

**GRTC Transit System
CVTA Special Fund Quarterly Report
For the Quarter Ended June 30, 2024**

Data through May 31, 2024

Beginning Balance @ March 31, 2024 **\$ 44,379,877.21**

Receipts:

April 25, 2024 GRTC 15% Funds Distribution - Month of March 2024	\$	2,655,542.53	
May 31, 2024 GRTC 15% Funds Distribution - Month of April 2024	\$	2,854,497.66	
GRTC 15% Funds Distribution - Month of May 2024			
April 1, 2024 Interest Income WF Treasury Sweep March 2024	\$	80,355.32	
April 30, 2024 Interest Income LGIP EM- April 2024	\$	83,200.85	
April 30, 2024 April 2024 LGIP EM Share unrealized gain/(loss)	\$	(47,075.90)	
May 1, 2024 Interest Income WF Treasury Sweep April 2024	\$	66,720.34	
May 31, 2024 Interest Income LGIP EM- May 2024	\$	83,492.29	
May 31, 2024 May 2024 LGIP EM Share unrealized gain/(loss)	\$	(36,248.58)	
June 1, 2024 Interest Income WF Treasury Sweep May 2024			
June 30, 2024 Interest Income LGIP EM- June 2024			
June 30, 2024 June 2024 LGIP EM Share unrealized gain/(loss)			
			\$ 5,740,484.51

Uses:

Costs incurred in preparing GRTC Regional Public Transportation Plan	\$	-
Michael Baker International Invoice 114XXXX - RPTP		
Michael Baker International Invoice 114XXXX - RPTP		
Michael Baker International Invoice 114XXXX - RPTP		

Costs incurred in preparing GRTC Micromobility Plan	\$	-
Four Square Invoice OXXXX Microtransit Implementation Plan		
Four Square Invoice OXXXX Microtransit Implementation Plan		
Four Square Invoice OXXXX Microtransit Implementation Plan		

GRTC Operating and Capital Expense

GRTC Operating Expense Qtr 4 FY2024 Draw	\$	(5,728,512.50)	
GRTC Capital Expense Qtr 4 FY2024 Local Share Draw	\$	(123,658.75)	
Subtotal GRTC Operating and Capital Expense			\$ (5,852,171.25)

Ending Balance @ May 31, 2024 **\$ 44,268,190.47**

Fund Balance Composition @ May 31, 2024

Unrestricted Funds	\$	-	
Restricted Funds: GRTC FY2021 Regional Public Transportation Plan preparation	\$	22,250.69	
Restricted Funds: GRTC FY2022 Regional Public Transportation Plan preparation	\$	200,000.00	
Restricted Funds: GRTC FY2022 Regional On Demand Micromobility Study	\$	-	
Restricted Funds: GRTC FY2023 Regional Public Transportation Plan preparation	\$	200,000.00	
Restricted Funds: GRTC FY2023 On Demand Micromobility Study	\$	99,312.65	
Restricted Funds: GRTC FY2024 Regional Public Transportation Plan preparation	\$	125,000.00	
Restricted Funds: GRTC FY2024 On Demand Micromobility Study	\$	125,000.00	
Restricted Funds: GRTC FY2025/FY2026 GRTC Operating and Capital Expenses	\$	43,496,627.13	
	\$	<u>44,268,190.47</u>	

CVTA Funds:

Balance @ May 31, 2024 in Wells Fargo	\$	100,000.00	
Balance @ May 31, 2024 in Wells Fargo Treasury Sweep	\$	20,688,066.66	
Balance @ May 31, 2024 in LGIP EM	\$	<u>23,480,123.81</u>	
	\$	<u>44,268,190.47</u>	

Wells Fargo Balance at May 31, 2024 **\$ 20,788,066.66**

Restricted Funds: GRTC FY2021 Regional Public Transportation Plan preparation	\$	22,250.69	
Restricted Funds: GRTC FY2022 Regional Public Transportation Plan preparation	\$	200,000.00	
Restricted Funds: GRTC FY2022 Regional On Demand Micromobility Study	\$	-	
Restricted Funds: GRTC FY2023 Regional Public Transportation Plan preparation	\$	200,000.00	
Restricted Funds: GRTC FY2023 On Demand Micromobility Study	\$	99,312.65	
Restricted Funds: GRTC FY2024 Regional Public Transportation Plan preparation	\$	125,000.00	
Restricted Funds: GRTC FY2024 On Demand Micromobility Study	\$	125,000.00	
Surplus - Available for Investment - Treasury Sweep or LGIP	\$	<u>20,016,503.32</u>	